



Agenda

City Council Regular Meeting

October 9, 2025 | 7:00 PM

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

Attend in-person or via Zoom

Webinar ID: 828 1720 4486, Passcode: 396305, or call: (253) 215-8782

NEW: Submit a comment on any item in this council packet by visiting the Agenda & Meeting Portal <https://stanwoodwa.portal.civicclerk.com/>
Sign in or create an account. On the left side of the screen, click on Submit Comments.

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of the Agenda**
- 4. Presentations**
- 5. Public Comments**
 - Verbal comments may be provided in person.
 - Written comments must be provided to the Clerk by 12:00 p.m. the day of the meeting via this link: <https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>
 - Remote (online or phone-in) comments can be received by reasonable accommodation only. Any requests for reasonable accommodation for remote participation, must be sent in writing to the City Clerk at cityclerk@stanwood.wa.us by 12:00 p.m. the day of the meeting
- 6. Staff/Department Reports**
 - a. Police Compstat Report - September
- 7. Council Committee Reports**
 - a. Parks & Trails Advisory Committee Minutes - August
 - b. Public Works Committee Minutes - September
- 8. Consent Agenda**
 - a. Approve Vouchers and Payroll
 - b. Approve City Council Regular Meeting Minutes - September 25, 2025
 - c. Approve City Council Workshop Minutes - September 25, 2025
- 9. Unfinished Business**
- 10. Public Hearing**
 - a. Approve First Reading of Ordinance 1549 Missing Middle Housing, Ordinance 1550 Land Division, and Ordinance 1551 Street and Utility Standards
- 11. New Business**
 - a. Approve First Reading of Ordinance 1552 Clarifying Language of Ordinance 1547
 - b. Authorize the Mayor to Sign a Contract Extension with the Community Resource Center of Stanwood-Camano for Rental Assistance
- 12. Public Closing Comments**
- 13. Executive/Legislative Reports**
 - a. Mayor's Report
 - b. City Administrator's Report

c. Councilmember's Report/Questions

14. Recess to Executive Session

15. Adjourn

Upcoming Meeting Dates

Thursday, October 23, 2025 City Council Workshop 5:00 p.m.

Thursday, October 23, 2025 City Council Meeting 7:00 p.m.

Thursday, November 14, 2025 City Council Workshop 7:00 p.m.



City of Stanwood City Council Staff Report

Item Number: 6.a.
Date: October 9, 2025
Subject: Police Compstat Report - September
Contact Person: Jason Toner, Chief
Attachments: 1. Compstat_Sep

ISSUE

Attached is the September 2025 Compstat Report for council review.

Stanwood Police Department

CompStat Report



City of Stanwood Police Chief Jason Toner

Prepared by: Snohomish County Sheriff Office Crime Analysis Unit and Stanwood Police Department

SEPTEMBER 2025

Stanwood Police Department

COMPSTAT REPORT



What is CompStat?

CompStat stands for 'Computer Statistics' dealing specifically with crime. It is found to be an effective way to accurately track crime and use the information to deploy officers to address it in timely manner. It is a performance management system that is used to reduce crime and achieve other police department goals. It emphasizes information-sharing, responsibility and accountability and improving effectiveness.

What is the benefit to the community?

CompStat allows us to track crime problems and allocate resources to the areas that are being affected. By being able to focus our efforts on areas being impacted, we are able to make apprehensions and drive down crime in Stanwood.

How is data collected?

Crime Analysts access a variety of systems to collect and analyze law enforcement data. Data collection begins at the 911 call center (SNO911) and carries over into law enforcement records management systems (LERMS). Much of the information presented in this report is also reported to state and federal agencies annually.

What data will you see in this report?

What occurred within the city limits of Stanwood and calls responded to by the Stanwood Police outside the city.

This is a true representation of all police activity occurring in the City of Stanwood, you will see these calls listed as "In the STW Beat". On occasion, Stanwood Police officers will be called outside the city to assist other agencies. We also have deputies who live outside of the city so on occasion they will make a traffic stop or respond to a nearby call while commuting to work. You will see these call listed as "Answered by STW ORI"

Incident data:

This represents what police were called to and includes self-initiated activity. Multiple 911 calls for the same incident are presented as a single incident.

Case data:

An incident becomes a case when the deputy determines reporting protocol is met. A case is often generated based on a specific crime, traffic collisions, arrest or the need to document specific actions or information.

SEPTEMBER 2025

Stanwood Police Department

POLICE STAFFING



The City of Stanwood contracts for law enforcement services through the Snohomish County Sheriff's Office. The contract is identified as a "stand alone" contract, which allows the City of Stanwood to maintain its own police identity to include policies and procedures that meet unique small city needs. All uniforms and vehicles are identified as Stanwood Police and we provide services to the city population of approximately 8,405.

DIVISIONS:

CHIEF OF POLICE: Has the rank of Lieutenant with the Sheriff's Office. Oversees all aspects of the Police Department daily operations. The Chief works with city staff to ensure community needs are met.

ADMINISTRATIVE SERGEANT: Administers the day-to-day administrative functions of the Police Department and oversees the day shift deputies, School Resource Officer and Detective. Steps in as the Chief of Police when the chief is absent.

NIGHT SERGEANT: Oversees the swing shift and night shift deputies.

PATROL DIVISION: Responds to crimes in progress, traffic collisions, missing persons, and other emergency and non-emergency calls for service.

SCHOOL RESOURCE OFFICER: Utilizes the concept of educator, informal counselor, and law enforcer; working to bridge the gap and build relationships between law enforcement and youth.

DETECTIVE: Works in conjunction with patrol and the resources of the Snohomish County Sheriff's Office to investigate a broad range of felony- and misdemeanor-level crimes that occurred in the City of Stanwood.

	ASSIGNED	VACANCIES	PERCENTAGE
Chief	1	0	100%
Sergeant	2	0	100%
Deputy	5	1	83.5%
School Resource Officer No longer a PD employee - SCSO contract	1	0	100%
Detective	1	0	100%

SEPTEMBER 2025

Stanwood Police Department

RECORDS UNIT



Records Summary: Job duties include, but are not limited to, the following;

- Provide administrative support for all members of the Stanwood Police Department.
- Assist the Chief of Police with police budget tracking and review.
- Verify and code all incoming invoices for the Police Department.
- Ordering of supplies for the department, and special events.
- Subject matter expert for the Law Enforcement Records Management System (LERMS) used by Stanwood Police Department.
- Manage all Stanwood Police Department documents and records.
- Review all electronic case file entries and information for accuracy.
- Scan paper records into electronic case files.
- Forward criminal arrest referrals to the Prosecuting Attorney's Office.
- Enter trespass notices, gun alerts, and other safety alerts into the agency's electronic records management system.
- Route Child Protective Services & Adult Protective Service referrals.
- Maintain department case file and document archives per Washington State records retention/destruction schedules.
- Responsible for federal reporting of crime statistics to the National Incident Based Reporting System (NIBRS).
- Run monthly case audits and records validations.
- Enter court orders, missing persons, vehicle impounds, lost or stolen property, stolen vehicles, etc. into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Provide second checks for all entries made into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Conduct background checks for concealed pistol license and pistol transfers applications.
- Provide fingerprint services for concealed pistol license applicants and citizen fingerprints.
- Review and fulfill public records requests within the guidelines of the Public Records Act.
- Create/update/maintain all process, procedure, and training manuals for the position.
- Serve as Stanwood Police Department's Terminal Agency Coordinator for the Washington State Patrol ACCESS program.
- Assists with walk-in and telephone customers, averaging 8,000 yearly contacts.
- Route calls to 911 and non-emergency dispatch.
- Respond to requests for service and answer general questions.
- Manage key & key fob assignments for City of Stanwood employees.

	2025	2024	2023	2022	Year to Date
Public Records Requests	30	34	29	44	303
Concealed Pistol License Issued	43	32	28	41	235
Fingerprinting & Approx Time	26 6.5 hrs	22 5.5 hrs	24 6.0 hrs	27 6.75 hrs	164 41.0 hrs

SEPTEMBER 2025

Stanwood Police Department

Message from the Chief



As you all know, I've often expressed my frustration with the Mariners and their reluctance to play meaningful baseball in October. Well, I'm happy to report that they've finally shaken off that malaise, and I'm looking forward to some Mariner postseason baseball, hopefully well into the end of the month.

This past month, Stanwood PD had the privilege of connecting with many families at the Stanwood Touch-A-Truck event. Our officers showcased one of our patrol cars and the Stanwood drone, which was a hit with both kids and parents.

We also successfully kicked off the Stanwood-Camano Community Academy. Twenty-eight residents signed up for the program, and so far participants have heard presentations from Sheriff Johnson, our own Stanwood PD Detective, Patrol, and Records staff, as well as the Major Crimes Unit, Chaplains, and the Special Investigations Unit. I want to thank the Stanwood-Camano School District for providing space and our community for their support. The program continues through November, with graduation scheduled for November 18th.

State vs. National Crime Trends

The Washington Association of Sheriffs and Police Chiefs recently released a report comparing crime trends in Washington to national data. While the national picture shows encouraging declines in violent crime since the pandemic, Washington's story is very different.

- From 2019 to 2024, the national murder rate dropped 3.5%, while Washington's is over 42%.
- National violent crime fell 6.2%, yet Washington saw an 8.1% increase.
- Aggravated assaults in Washington rose 18.8% compared to 2.1% nationally.
- Vehicle thefts surged nearly 35% in our state versus 16% nationally.

Although property crimes and robberies are trending downward, the overall pattern is concerning, serious violent crimes are not following national declines. These aren't just statistics; they represent victims, families, and neighborhoods.

For smaller communities like Stanwood, we have not seen an increase in violent crime. Our property crime trends remain cyclical rather than showing a steady rise. But as Washington continues to rank 51st in the nation for police staffing, and given that Stanwood PD has not been fully staffed for much of the last three years, we know we are not immune to broader trends.

What I can assure you is that Stanwood PD remains fully committed to serving our community and doing everything possible to keep Stanwood a safe, vibrant place to live, work, and do business.

Chief Toner

SEPTEMBER 2025

Stanwood Police Department

Detective Report



Scam E-Mail

A business reported fraud after receiving an e-mail from an “employee” requesting changes to their direct deposit information.

When the affected employee inquired about his missing paycheck, the business learned a third party had requested the direct deposit change.

Suspicious portions of the e-mail included the address, inboxmyemail7@gmail.com and a sentence stating, “Please, kindly get back to me when it’s updated and all set fort this payroll (uncommon language).

The scammer’s e-mail address does not originate inside the United States.

The scammer’s financial institution is an online bank primarily associated with gift cards.

This scam may have been prevented by a phone call to the employee confirming the requested change or requiring in-person contact for changes to direct deposit.

From: [REDACTED] <inboxmyemail7@gmail.com>
Sent: Monday, [REDACTED], 2025 10:01 AM
To: [REDACTED]
Subject: Re: Direct Deposit Enrollment Change

External.

Hi [REDACTED],

Here we go!

Account number : 3026 8118 [REDACTED]

Routing number : [REDACTED]

Account Type: Checking

Bank Name: [REDACTED] bank

Please, kindly get back to me when it's updated and all set for this payroll.

Thank you,

SEPTEMBER 2025

Stanwood Camano School District

SCHOOL RESOURCE OFFICER



New School Year Begins!



The 2025/2026 school year started off with the Stanwood High Cheerleaders welcoming students to Stanwood High School. Schools had start-of-the-year assemblies and kids appeared excited to be back with their friends. Fall sports started up, along with other various school events. We wish the students the best as we begin the new school year.

Homecoming



The 2025 Homecoming events were fun and exciting for all involved. Stanwood High School football edged out a big win on Friday night with a last-minute touchdown. The Homecoming dance was fun and event-free, and our own Superintendent Ryan Ovenell helped lead the parade in Deputy McCurry's patrol car!

Car Show!

On September 26th, our SHS ASB team, led by student Ryan Khoury put on a car show after school. The event was held in the lower staff



SEPTEMBER 2025



Monthly Report to Council



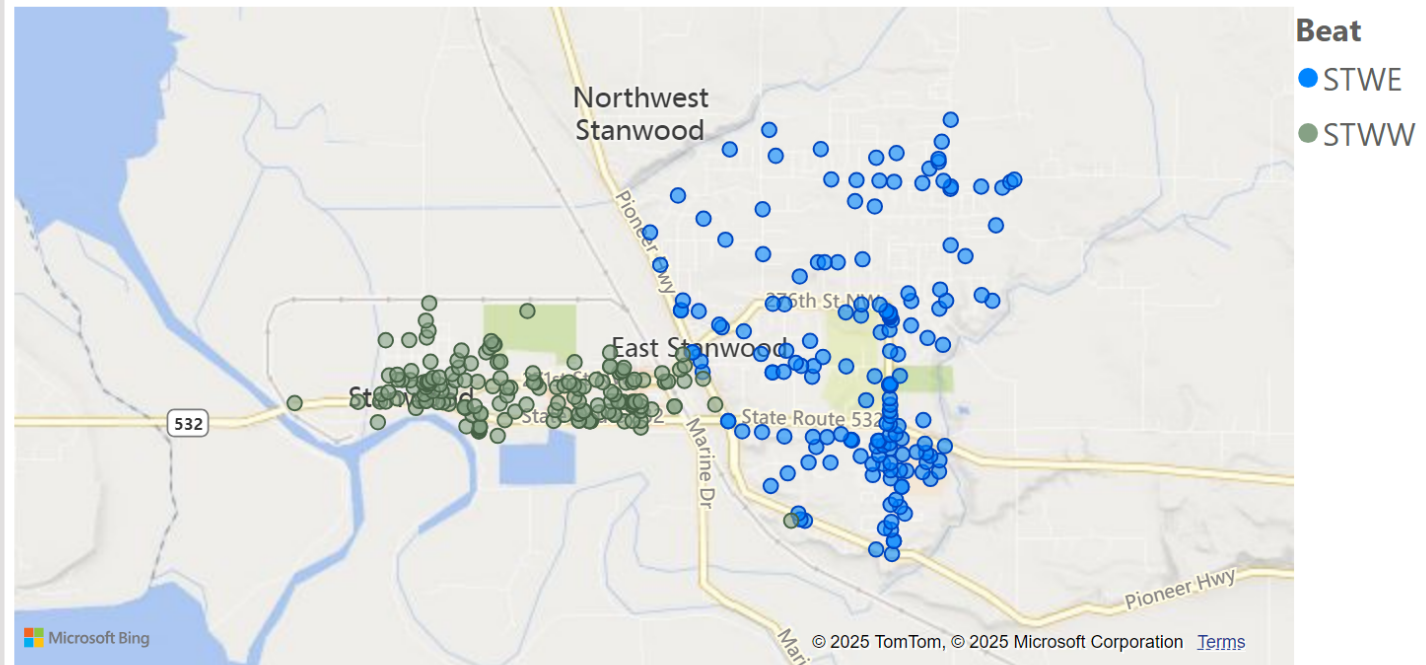
The following pages cover incidents data. This is also known as calls for service. If 30 people call because there's a wreck in front of Haggen's, it counts here once.

TOTAL INCIDENTS - inside Stanwood city limits

Total Incident Counts, Past 6 Full Months by Origination Type

Year	911 call	ASAP	Officer-Initiated	Total
▼				
☐ 2025	24	2240	30	1777
September	3	417	7	373
August	3	396	4	299
July	7	417	10	219
June	4	296	5	311
May	6	375	3	282
April	1	342	1	293
Total	24	2240	30	1777

All incidents Past 1 Month - excludes victim privacy concerning incidents



Year	Abandoned Vehicle	Alarm	Bomb	Collision	DUI	EI
▼						
☐ 2025	14	79	3	112	50	
September	2	19	3	23	8	
August	3	9		18	6	
July	2	18		22	12	
June	2	16		13	6	
May	3	11		15	10	
April	2	6		21	8	
Total	14	79	3	112	50	

Year	BHC	Bomb	Death	Elude	EVICT	Suicide	TF
▼							
☐ 2025	92	3	8	7	4	15	
September	17	3	1		2	1	
August	27			3	2	1	
July	12		3	2		8	
June	5					2	
May	19		1	2		2	
April	12		3			1	
Total	92	3	8	7	4	15	



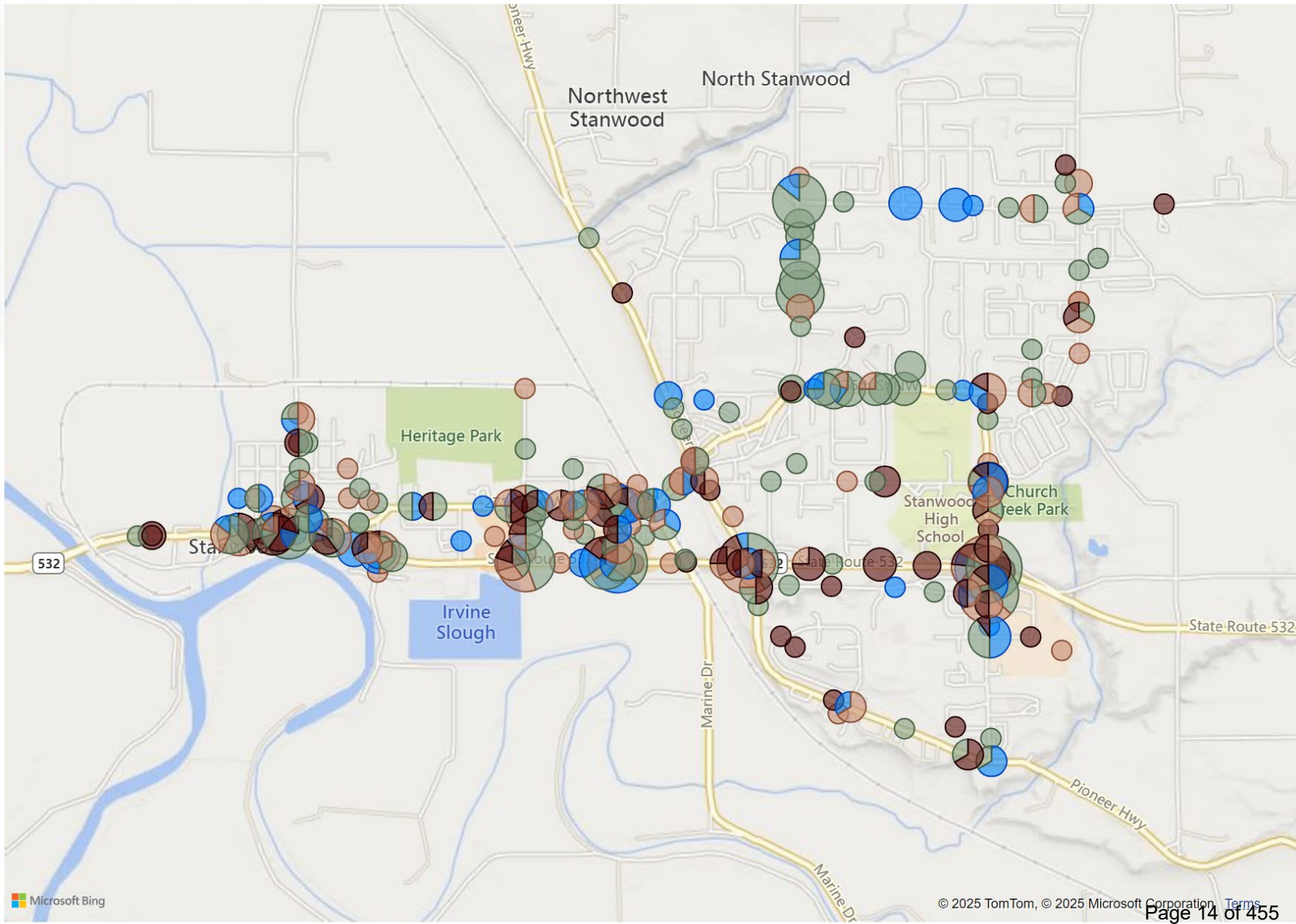
Tickets Written

Total Tickets	
Year	# of Tickets
2025	145
2024	170
2023	307
2022	120
Total	742

Total Violations

Month	2022	2023	2024	2025
January	6	19	20	20
February	8	39	16	26
March	12	27	13	25
April	3	18	24	17
May	9	24	26	34
June	23	34	21	12
July	22	9	21	10
August	25	37	11	27
September	25	38	27	23
October	10	104	28	
November	14	26	17	
December	21	29	27	
Total	178	404	251	194

Year ● 2022 ● 2023 ● 2024 ● 2025





The following pages cover case data. The key difference between cases and incidents data is a Deputy has determined something did transpire that justifies writing a case report.



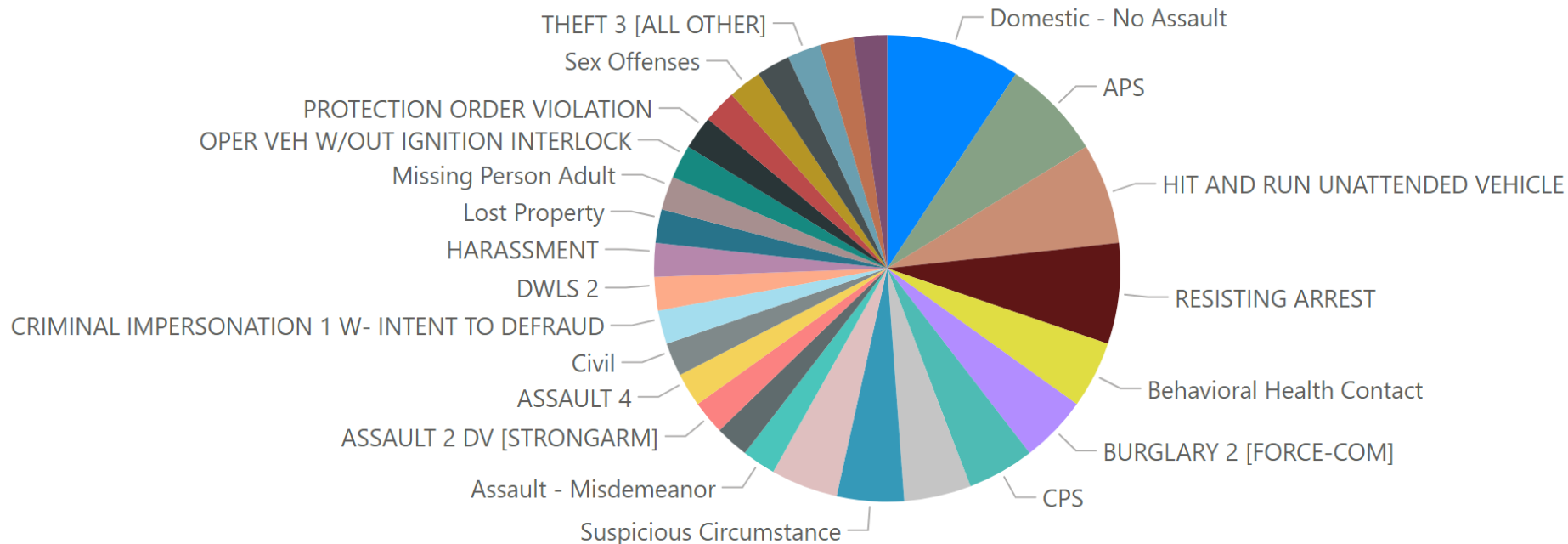
TOTAL CASES

IN THE STW BEAT

Total Cases Written

Year ▼	January	February	March	April	May	June	July	August	September	October	November	December	Total
2025	62	50	82	52	58	49	61	53	37				503
2024	47	52	64	59	58	63	62	64	58	66	67	55	714
2023	64	53	68	54	68	41	62	58	59	75	60	53	714
2022	38	41	46	58	42	42	56	55	49	55	51	65	598

Previous calendar month, what charges are contained in cases we wrote?





Domestic Related Charges

Domestic Violence cases are not limited just to assault. This chart includes any cases where the statute differentiates between having a domestic relationship component to the crime versus a different statute if the victim and offender are not known to one another.

Year ▼	January	February	March	April	May	June	July	August	September	October	November	December	1
☐ 2025													
Domestic - No Assault	6	6	4	4	4	2	2	7	4				
Crime with a DV Component	2	4	4	2	2	4	5		2				
ASSAULT 2 DV [PUB OFF-STRONGARM]						1							
☐ 2024													
Domestic - No Assault	5	3	4	3	4	5	6	3	3	4	5	3	
Crime with a DV Component	3	3	2	1	2	2	3	10	3	3	5	4	
☐ 2023													
Domestic - No Assault	3	7	6	2	2	2	6	8	5	3	6		
Crime with a DV Component		2	2	6	5		3	4	3	2	2	2	
☐ 2022													
Domestic - No Assault	1	2	4	3	3	4	4	7	6	7	2	5	
Crime with a DV Component	1	3	3	1	2	3	6	1	6		1	5	

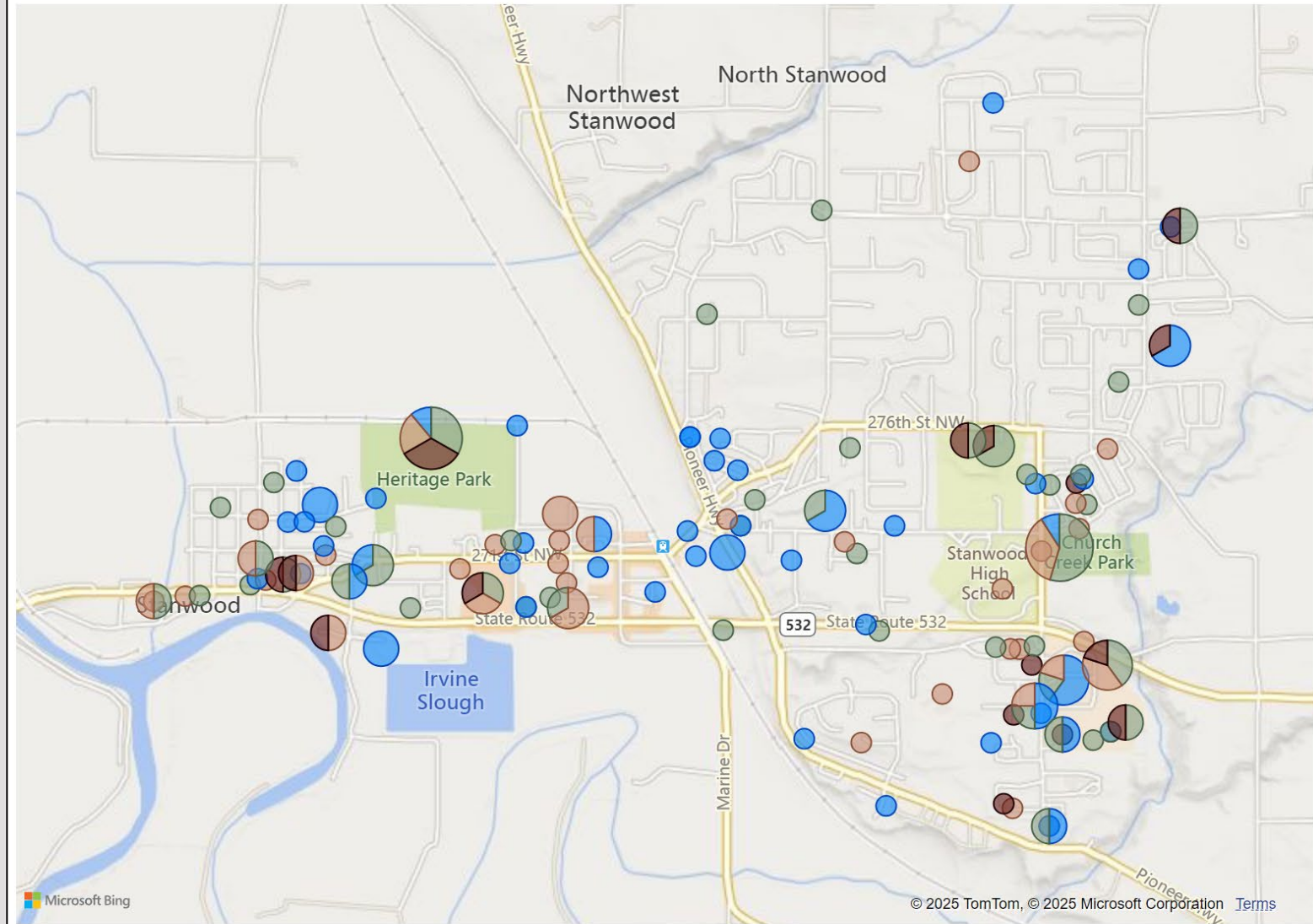


Malicious Mischief CASES excluding any with a DV component

Month	2022	2023	2024	2025
January	4	9	2	3
February	2		2	1
March	5	7	3	1
April	7	2	5	4
May	3	5	1	1
June	1	4		4
July	10	4	6	1
August	4	2	5	3
September	6	3	6	
October	3	12	7	
November	9	7	3	
December	3	1	5	
Total	57	56	45	18

Count of CaseNumber by Year, Lat and Lon

Year ● 2022 ● 2023 ● 2024 ● 2025

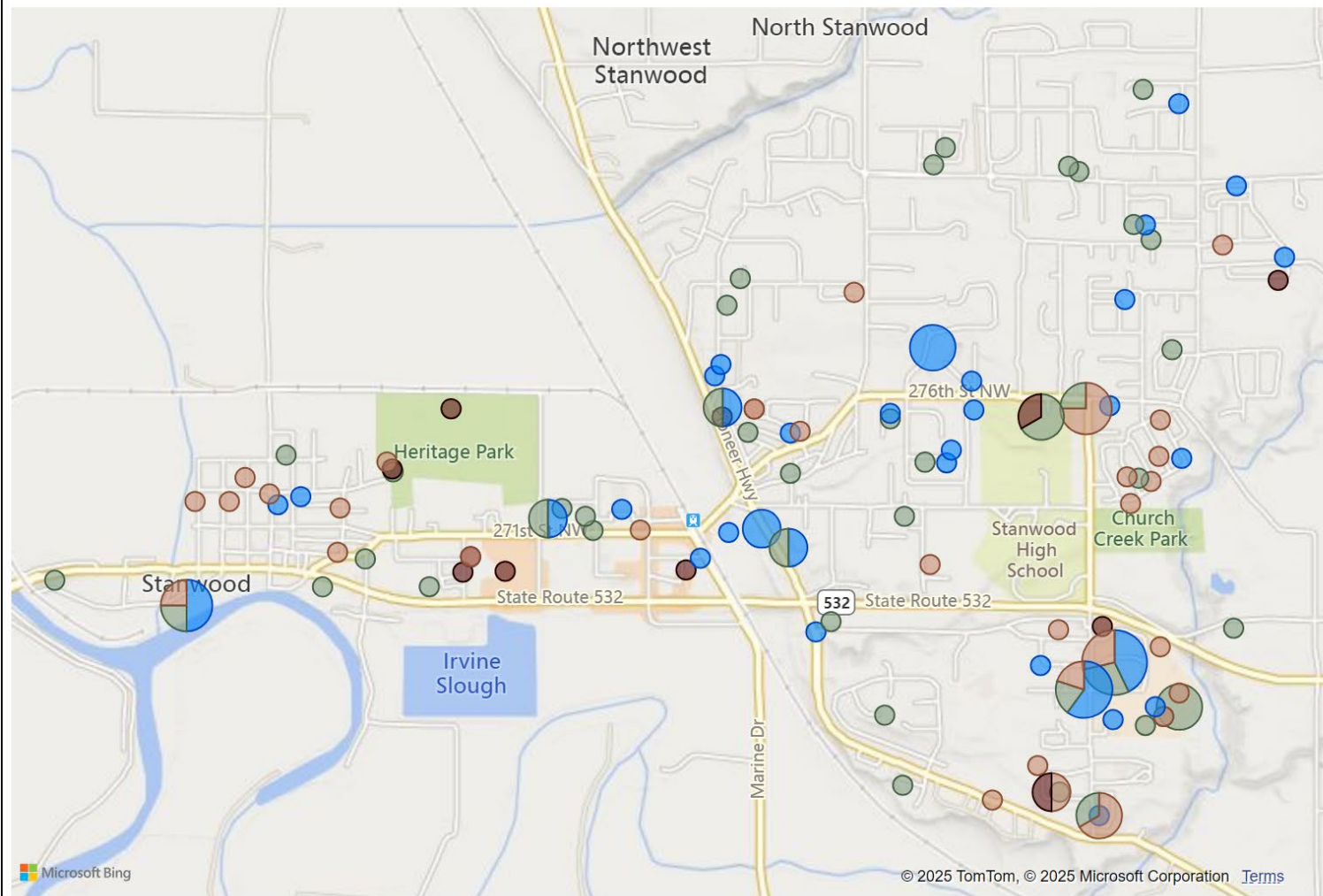




Auto Theft & Vehicle Prowl CASES

Count of CaseNumber by Year, Lat and Lon

Year ● 2022 ● 2023 ● 2024 ● 2025



Auto Thefts & Vehicle Prowls	2022	2023	2024	2025
☒ Vehicle Prowl	29	21	12	3
January	5		1	
February	3	1	4	
March	3	3	1	
April	6	1	2	
May		6		1
June	5	1	2	1
July	2	3		1
August	1			
September	1			
October		5	1	
November		1		
December	3		1	
☒ Vehicle Theft	13	26	27	9
January	1	1		3
February	1	3	1	
March		1	1	
April	3	2		3
May	3	1		
June	1	1	2	1
July	1		1	2
August			3	
September	1	2	6	
October	1	6	3	
November	1	8	4	
December		1	6	
Total	41	46	37	11

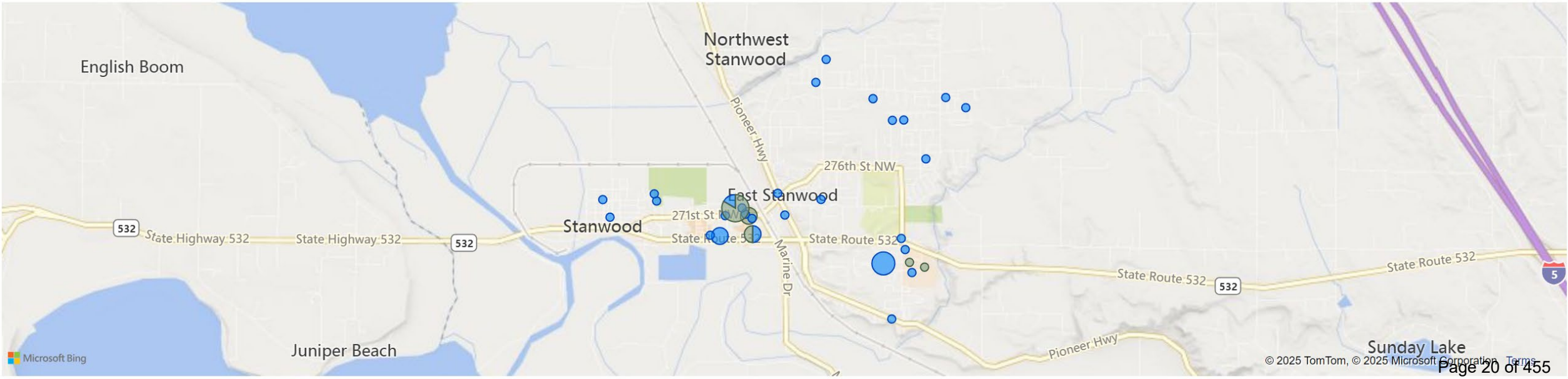


Theft CASES

Thefts	January	February	March	April	May	June	July	August	September	October	November	December	Total
▣ Theft: Shoplifting & ORT													
2025	2	1	3	1	1		1	1					10
2024	2			2	2				1	1		2	10
2023	1	3	1						1	3		2	11
2022	2				1	1		1		2		1	8
▣ Theft 1, 2, & 3 (not shoplifting)													
2025	7	3	3	1	3	6	2	3	4				32
2024	5	7	8	6	2	2	9	7	8	2	5	3	64
2023	9	4	6	7	8	5	5	1	5	4	4	3	61
2022	5	8	4	9	5	5	12	9	9	6	5	7	84

Cases this Calendar Year

Thefts ● Theft 1, 2, & 3 (not shoplifting) ● Theft: Shoplifting & ORT

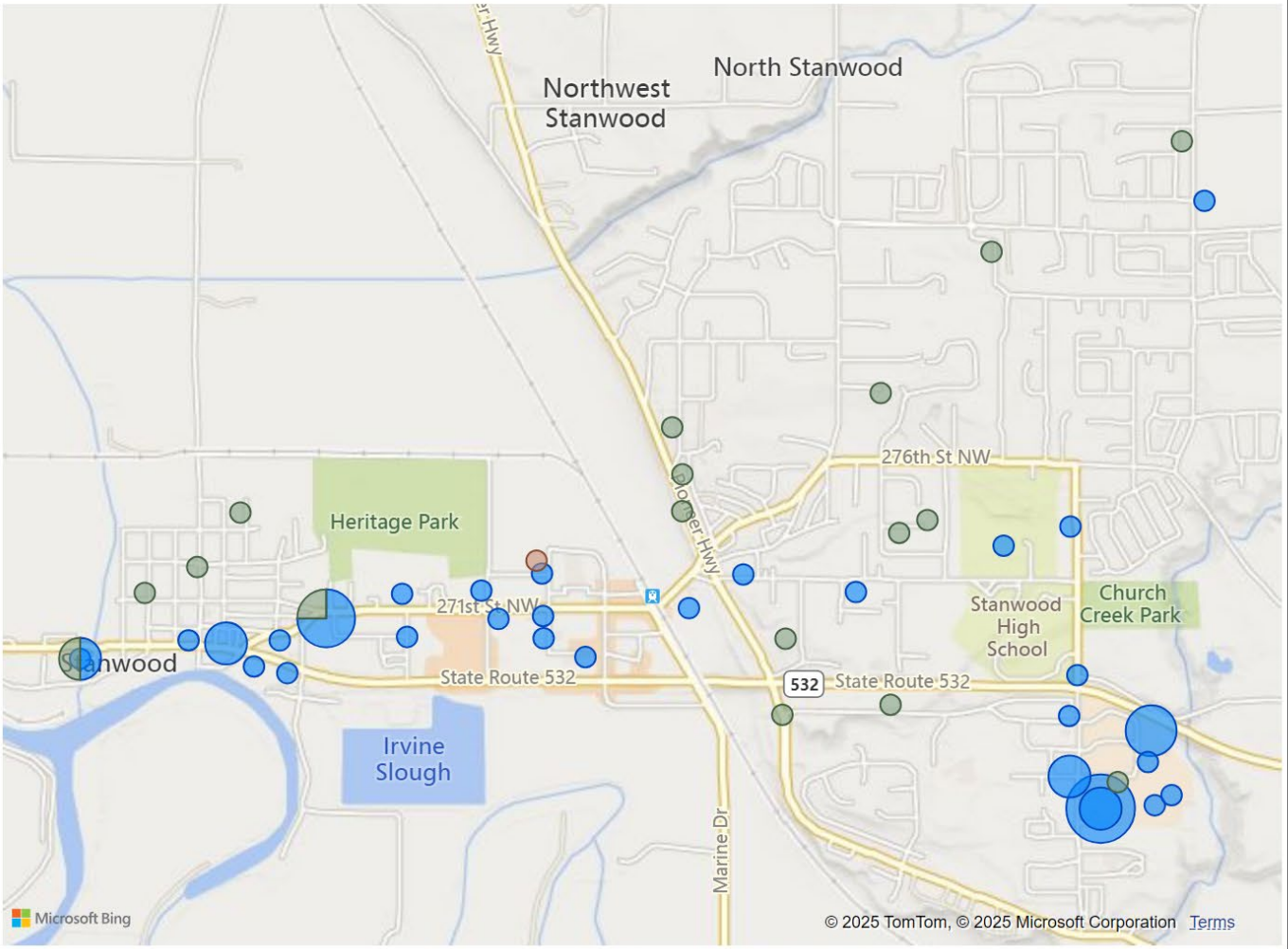




Burglary CASES

Count of CaseNumber by Burglary, Lat and Lon

Burglary ● Burglaries - Commercial ● Burglaries - Residential ● Burglaries - Unknown Structure Type



Burglary	2022	2023	2024	2025
☐ Burglaries - Commercial	11	17	5	10
January	1	2		
February	3	3	2	2
March	1			1
April		2		1
May	1	2		
June	1	2		3
July		2	1	1
August	1			
September				2
October		1	1	
November	2	3	1	
December	1			
☐ Burglaries - Residential	10	1	4	2
January	1			1
February	1		1	
April	2		1	
May	2		1	
July		1		
August			1	1
September	2			
October	1			
December	1			
☐ Burglaries - Unknown Structure Type	1			
August	1			
Total	22	18	9	12



City of Stanwood City Council Staff Report

Item Number: 7.a.
Date: October 9, 2025
Subject: Parks & Trails Advisory Committee Minutes - August
Contact Person: Amanda Slattery, Public Works Office Specialist
Attachments: 1. August 2025 PTAC Minutes

ISSUE

Minutes from the August 18, 2025, Parks and Trails Advisory Committee (PTAC) meeting are attached to this staff report for approval as presented.



Parks and Trails Advisory Committee Meeting Minutes August 18, 2025

1. Call to Order/Roll Call: 3:00 PM

3. Roll Call

Members Present:

Meagen Watne
Matt Withers
Dave Hall
Gordy Holmes

Members Absent:

Lisa Bruce
Judy Williams

Others Present:

Alan Lytton, City Engineer/CP Manager

4. Citizen Comments

None

4. SNOPUD Tree Power Grant

Committee reviewed and discussed the SNOPUD tree power grant for Heritage Park. Committee members made recommendations for tree species and locations. Tree discussed Parrotia Perscica, Nyssa Sylvatica, Zelkova Serrata, The purple tree at Heritage Park, willows.

5. Heritage Park Pump Track and Playground

Committee discussed the wrapping up of the pump track project, and progress made on the playground project.

7. Raplee Property Updates

Committee and staff discussed updates on the Raplee property. PTAC members would like to see the property mowed. Staff explained that is our intention once we have legal control of the property. Currently in the hands of Title and recording.

8. Committee Member Comments

Committee and staff discussed looking at revising PTAC priority list.

9. Adjourn: 4:00 PM

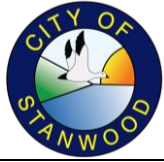


City of Stanwood City Council Staff Report

Item Number: 7.b.
Date: October 9, 2025
Subject: Public Works Committee Minutes - September
Contact Person: Amanda Slattery, Public Works Office Specialist
Attachments: 1. Minutes 09.08.2025

ISSUE

Minutes from the September 8, 2025, Public Works Committee Meeting are attached to this staff report for approval as presented.



Public Works Committee Meeting Minutes September 8, 2025

Public Works / Parks Committee

September 8, 2025

Call to Order:

The meeting was called to order at 5:30 PM at the City of Stanwood Public Works Wastewater Treatment Plant.

Roll Call:

Councilmembers: Darren Robb, Marcus Metz, Chili Hicks

Absent: Andreena Bergman

City Staff: Alan Lytton, City Engineer; Kevin Hushagen, Public Works Director; Amanda Slattery, Public Works Office Specialist

Agenda Item 1 – Capital Improvement Program (CIP) Review:

The Committee reviewed and discussed the proposed amendments to the City's Capital Improvement Program (CIP) for Parks, Buildings, Streets, Sewer, Stormwater, and Water projects.

Committee members provided comments and feedback on the proposed 2026–2031 CIP updates. No formal action was taken.

Alan Lytton, City Engineer, will incorporate the Committee's comments, make adjustments to the CIP, and bring the revised draft back to the Committee for review at the October 6, 2025 meeting.

Adjourn:

The meeting was adjourned at 7:45PM



City of Stanwood City Council Staff Report

Item Number: 8.a.
Date: October 9, 2025
Subject: Approve Vouchers and Payroll
Contact Person: Tim Niebruegge, Finance Manager
Attachments: 1. Payroll and Vouchers

ISSUE

Approve issuance of Washington Federal Bank checks 39894 through 39939, and electronic fund transfers in the amount of \$722,242.66 and approve issuance of Washington Federal payroll check and electronic fund transfers in the amount of \$49,688.81.

RECOMMENDED MOTION

“I MOVE TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK CHECKS 39894 through 39939 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$722,242.66. AND APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL CHECK AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$49,688.81.”

CHECK REGISTER

City Of Stanwood

Time: 12:54:45 Date: 10/01/2025

09/18/2025 To: 09/30/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4869	09/18/2025	Payroll	3	EFT		3,336.50	Amy Bergemeier Final Ck Fix
4877	09/18/2025	Payroll	3	EFT	Internal Revenue Service (941)	802.31	941 Deposit for Pay Cycle(s) 09/18/2025 - 09/18/2025
4893	09/23/2025	Payroll	3	EFT		3,350.00	September 2025 Draw
4894	09/23/2025	Payroll	3	EFT		1,800.00	September 2025 Draw
4895	09/23/2025	Payroll	3	EFT		2,500.00	September 2025 Draw
4896	09/23/2025	Payroll	3	EFT		2,000.00	September 2025 Draw
4897	09/23/2025	Payroll	3	EFT		1,100.00	September 2025 Draw
4898	09/23/2025	Payroll	3	EFT		1,000.00	September 2025 Draw
4899	09/23/2025	Payroll	3	EFT		2,400.00	September 2025 Draw
4900	09/23/2025	Payroll	3	EFT		3,000.00	September 2025 Draw
4901	09/23/2025	Payroll	3	EFT		4,000.00	September 2025 Draw
4902	09/23/2025	Payroll	3	EFT		2,000.00	September 2025 Draw
4903	09/23/2025	Payroll	3	EFT		2,000.00	September 2025 Draw
4904	09/23/2025	Payroll	3	EFT		1,800.00	September 2025 Draw
4905	09/23/2025	Payroll	3	EFT		2,000.00	September 2025 Draw
4906	09/23/2025	Payroll	3	EFT		1,500.00	September 2025 Draw
4907	09/23/2025	Payroll	3	EFT		2,100.00	September 2025 Draw
4908	09/23/2025	Payroll	3	EFT		1,500.00	September 2025 Draw
4909	09/23/2025	Payroll	3	EFT		3,000.00	September 2025 Draw
4910	09/23/2025	Payroll	3	EFT		2,000.00	September 2025 Draw
4911	09/23/2025	Payroll	3	EFT		500.00	September 2025 Draw
4912	09/23/2025	Payroll	3	EFT		4,500.00	September 2025 Draw
4913	09/23/2025	Payroll	3	EFT		1,500.00	September 2025 Draw
5023	09/26/2025	Claims	3	EFT	WA St Dept of Revenue **	21,731.14	August Excise Tax Payment
5028	09/29/2025	Claims	3	EFT	Atwell, LLC	14,916.25	City of Stanwood
5029	09/29/2025	Claims	3	EFT	Databar Inc.	1,063.87	8952
5030	09/29/2025	Claims	3	EFT	Databar Inc.	423.47	8952
5031	09/29/2025	Claims	3	EFT	Eurofins Environment Testing NW	35.00	4103221
5032	09/29/2025	Claims	3	EFT	Eurofins Environment Testing NW	26.00	4103221
5033	09/29/2025	Claims	3	EFT	Eurofins Environment Testing NW	35.00	4103221
5034	09/29/2025	Claims	3	EFT	Eurofins Environment Testing NW	2,025.00	4103221
5035	09/29/2025	Claims	3	EFT	Eurofins Environment Testing NW	273.00	4103221
5036	09/29/2025	Claims	3	EFT	Cole F Ferguson	106.00	City of Stanwood
5037	09/29/2025	Claims	3	EFT	Grainger	52.16	848089215
5038	09/29/2025	Claims	3	EFT	ICONIX Waterworks (US) Inc.	409.21	CITSTA
5039	09/29/2025	Claims	3	EFT	ICONIX Waterworks (US) Inc.	50.67	CITSTA
5040	09/29/2025	Claims	3	EFT	ICONIX Waterworks (US) Inc.	42.09	CITSTA
5041	09/29/2025	Claims	3	EFT	ICONIX Waterworks (US) Inc.	723.48	CITSTA
5042	09/29/2025	Claims	3	EFT	Konnerup Construction Inc	154,507.03	City of Stanwood
5043	09/29/2025	Claims	3	EFT	Konnerup Construction Inc	46,056.56	City of Stanwood
5044	09/29/2025	Claims	3	EFT	Lakeside Industries, Inc.	421.16	108469
5045	09/29/2025	Claims	3	EFT	Lithtex NW Printing Solutions	139.90	CIOST001L
5046	09/29/2025	Claims	3	EFT	Lithtex NW Printing Solutions	372.72	CIOST001L
5047	09/29/2025	Claims	3	EFT	Lithtex NW Printing Solutions	2,647.25	CIOST001L
5048	09/29/2025	Claims	3	EFT	Lithtex NW Printing Solutions	373.81	CIOST001L
5049	09/29/2025	Claims	3	EFT	Lithtex NW Printing Solutions	139.90	CIOST001L
5050	09/29/2025	Claims	3	EFT	Maul Foster Alongi, Inc.	4,141.25	City of Stanwood
5051	09/29/2025	Claims	3	EFT	Maul Foster Alongi, Inc.	35,318.38	City of Stanwood
5052	09/29/2025	Claims	3	EFT	Maul Foster Alongi, Inc.	822.50	City of Stanwood
5053	09/29/2025	Claims	3	EFT	Metron And Associates, Inc.	3,500.00	City of Stanwood
5054	09/29/2025	Claims	3	EFT	Meyer Sign Company Inc	843.20	City of Stanwood
5055	09/29/2025	Claims	3	EFT	Meyer Sign Company Inc	3,808.00	City of Stanwood
5056	09/29/2025	Claims	3	EFT	Owen Equipment Co.	2,824.42	36577
5057	09/29/2025	Claims	3	EFT	PACE Engineers, Inc	6,008.20	City of Stanwood
5058	09/29/2025	Claims	3	EFT	PACE Engineers, Inc	501.75	City of Stanwood
5059	09/29/2025	Claims	3	EFT	PACE Engineers, Inc	702.75	City of Stanwood

CHECK REGISTER

City Of Stanwood

Time: 12:54:45 Date: 10/01/2025

09/18/2025 To: 09/30/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5060	09/29/2025	Claims	3	EFT	Pape' Machinery, Inc.	16.43	6109854
5061	09/29/2025	Claims	3	EFT	Perteet Inc.	2,738.75	City of Stanwood
5062	09/29/2025	Claims	3	EFT	Perteet Inc.	18,070.75	City of Stanwood
5063	09/29/2025	Claims	3	EFT	Perteet Inc.	3,060.98	City of Stanwood
5064	09/29/2025	Claims	3	EFT	RH2 Engineering Inc	13,937.71	City of Stanwood
5065	09/29/2025	Claims	3	EFT	RH2 Engineering Inc	27,757.71	City of Stanwood
5066	09/29/2025	Claims	3	EFT	Stanwood Auto Parts	22.94	56100
5067	09/29/2025	Claims	3	EFT	Stanwood Auto Parts	45.21	56100
5068	09/29/2025	Claims	3	EFT	Stanwood Auto Parts	56.76	56100
5069	09/29/2025	Claims	3	EFT	Stanwood Auto Parts	53.94	56100
5070	09/29/2025	Claims	3	EFT	Strategies 360 Inc	2,000.00	City of Stanwood
5071	09/29/2025	Claims	3	EFT	US Bank	12,533.08	4485 5945 5564 1495
5072	09/29/2025	Claims	3	EFT	VelocityEHS Inc	3,701.06	City of Stanwood 300004476
5073	09/29/2025	Claims	3	EFT	Vestis	52.68	937963000
5074	09/29/2025	Claims	3	EFT	Vestis	52.68	937963000
5075	09/29/2025	Claims	3	EFT	Vestis	52.68	937963000
5076	09/29/2025	Claims	3	EFT	Wintergreen Corporation	22,512.47	1983460
5123	09/26/2025	Claims	3	EFT	HSA Bank	7.50	September Fee
5170	09/29/2025	Claims	3	39894	Amanda Morris		Voided - Printer Error
5077	09/29/2025	Claims	3	39895	Amanda Morris	76.47	06 1960 10 - 27305 102ND AVE NW
5078	09/29/2025	Claims	3	39896	FastSigns Clackamas	219.80	City of Stanwood
5079	09/29/2025	Claims	3	39897	Frontier Precision, Inc	3,128.02	ID04505 City of Stanwood; ID04505
5080	09/29/2025	Claims	3	39898	General Code, LLC	3,440.22	City of Stanwood
5081	09/29/2025	Claims	3	39899	Gray & Osborne Inc	22,763.52	City of Stanwood
5082	09/29/2025	Claims	3	39900	H D Fowler Company, Inc	42.61	197360
5083	09/29/2025	Claims	3	39901	Hach Company	1,953.57	113498
5084	09/29/2025	Claims	3	39902	Hamilton Lumber & Rentals	680.21	66; 66; 66; 66
5085	09/29/2025	Claims	3	39903	Dolores Jobe	202.98	City of Stanwood
5086	09/29/2025	Claims	3	39904	Lenz Enterprises, Inc.	551.71	City of Stanwood; City of Stanwood
5087	09/29/2025	Claims	3	39905	Les Schwab Tire Centers	2,196.03	S34-00006; S34-00006
5088	09/29/2025	Claims	3	39906	Milne Electric Inc	2,697.52	City of Stanwood
5089	09/29/2025	Claims	3	39907	NC Machinery	3,510.41	0271520; 0271520
5090	09/29/2025	Claims	3	39908	O'Reilly Auto Parts	154.56	3734-121606; 1872464
5091	09/29/2025	Claims	3	39909	ODP Business Solutions, LLC	105.75	36274097
5092	09/29/2025	Claims	3	39910	PUD Of Snohomish County *	17,681.25	200738672; 201942398; 200103539; 200142180; 200794063; 200592889; 224533513; 200208858; 202423729
5093	09/29/2025	Claims	3	39911	Peak Industrial	3,615.06	City of Stanwood
5094	09/29/2025	Claims	3	39912	Puget Sound Clean Air Agency	1,703.25	STAN008
5095	09/29/2025	Claims	3	39913	Refund - DRF Water Heating Solutions	65.00	City of Stanwood
5096	09/29/2025	Claims	3	39914	Ricoh USA, Inc.	851.34	1316669-3887627; 1316669-3800327; 1316669-3887639; 1316669-Combined INV
5097	09/29/2025	Claims	3	39915	Safeway	287.61	191483; 191483; 191483; 191483; 191483
5098	09/29/2025	Claims	3	39916	Seattle Daily Journal of Commerce	542.90	3941
5099	09/29/2025	Claims	3	39917	Skagit Farmers Supply	5,209.90	135052; 135052; 135052; 135052; 135052
5100	09/29/2025	Claims	3	39918	Skagit Valley Publishing	141.57	48893

CHECK REGISTER

City Of Stanwood

Time: 12:54:45 Date: 10/01/2025

09/18/2025 To: 09/30/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5121	09/29/2025	Claims	3	39919	ZiPLY Fiber	1,721.95	360 629 4907 072497 5; 206-188-0411-053105-5; 360-939-0579-080320-5
5120	09/29/2025	Claims	3	39920	Xylem Water Solutions U.S.A., Inc.	5,395.27	00132338; 129265
5119	09/29/2025	Claims	3	39921	Western Exterminator Company	262.96	683591; 683591
5118	09/29/2025	Claims	3	39922	Wave Broadband	302.72	3201-0316547-01; 3201-0316545-01
5117	09/29/2025	Claims	3	39923	Washington State Patrol *	48.00	0000015959
5116	09/29/2025	Claims	3	39924	WA St Treasurer	3,469.34	City of Stanwood; City of Stanwood
5115	09/29/2025	Claims	3	39925	WA St Dept of Licensing *	459.00	City of Stanwood
5114	09/29/2025	Claims	3	39926	WA St Dept of Ecology *	1,367.18	City of Stanwood; 176-WWD-02-86-00196
5113	09/29/2025	Claims	3	39927	USA Bluebook	2,525.29	478228; 478228
5112	09/29/2025	Claims	3	39928	US Bank NA Custody/Treas Div Money Ctr	113.00	717
5111	09/29/2025	Claims	3	39929	The Sherwin Williams Co	1,015.13	7364-4; 7354-4; 7364-4
5110	09/29/2025	Claims	3	39930	The Hose Shop, Inc.	537.50	City of Stanwood
5109	09/29/2025	Claims	3	39931	Stilly Auto Parts LLC	37.94	27197
5108	09/29/2025	Claims	3	39932	Stillaguamish Outdoor Media Corp.	7,500.00	City of Stanwood; City of Stanwood; City of Stanwood
5107	09/29/2025	Claims	3	39933	Stanwood Ace Hardware #14901	675.13	20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013
5106	09/29/2025	Claims	3	39934	Snohomish County Treasurer	46.34	City of Stanwood; City of Stanwood
5105	09/29/2025	Claims	3	39935	Snohomish County Corrections *	2,650.16	City of Stanwood
5104	09/29/2025	Claims	3	39936	Sno Co Sheriffs Office *	189,765.00	SSH00001
5103	09/29/2025	Claims	3	39937	Sno Co Public Works *	17,236.15	CR000024
5102	09/29/2025	Claims	3	39938	Sno Co District Court	387.39	DCT34003
5101	09/29/2025	Claims	3	39939	Sno Co Dept Of Emergency Management	3,191.50	DEMSTNWD
						282,883.41	001 General Fund
						29,549.29	101 Street Fund
						108,117.83	103 Street Construction Fund
						37,489.64	104 Park And Trail Improvement Fund
						25,892.40	110 Building Improvement Fund
						2,371.86	115 Tourism And Marketing
						32,457.51	401 Sewer Fund
						41,703.32	403 Sewer Construction Fund
						10,692.27	410 Drainage Fund
						11,590.84	411 Drainage Construction Fund
						27,426.35	421 Water Fund
						160,873.06	422 Water Construction Fund
						883.69	630 Agency Fund
							Claims: 722,242.66
						771,931.47	Payroll: 49,688.81
						* Transaction Has Mixed Revenue And Expense Accounts	

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

() Finance Director () Auditing Officer Tim Niebruegge Date: 10/01/2025
() Deputy Finance Director



City of Stanwood City Council Staff Report

Item Number: 8.b.
Date: October 9, 2025
Subject: Approve City Council Regular Meeting Minutes - September 25, 2025
Contact Person: Lisa Sokolik, City Clerk
Attachments: 1. City Council Meeting Minutes - September 25, 2025

ISSUE

The City Council meeting minutes for September 25, 2025, are attached to this staff report for Council's approval.

RECOMMENDATION MOTION

"I MOVE TO APPROVE THE SEPTEMBER 25, 2025, CITY COUNCIL MEETING MINUTES AS PRESENTED."

**City of Stanwood
Regular Meeting of the City Council
September 25, 2025 | 7:00 PM**

Minutes

1. Call to Order and Pledge of Allegiance

Mayor Pro Tem Darren Robb called the meeting to order at 7:00 p.m.
Councilmember Gaumond let the Pledge of Allegiance.

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Council Members Present: Dani Gaumond, Marcus Metz, Darren Robb, Robert Hicks, Steve Shepro, and Tim Schmitt. Councilmember Andreena Bergman was absent. The meeting was quorate.

*Motion by Councilmember Hicks, second by Councilmember Shepro to excuse Councilmember Andreena Bergman. **Motion carried unanimously.***

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, City Engineer Alan Lytton, City Attorney Nikki Thompson, Fire Chief Dave Kraski, Police Sgt. Karl Gilje, City Clerk Lisa Sokolik, and Public Works Director Kevin Hushagen attended via Zoom.

3. Approval of the Agenda

Mayor Pro Tem Robb added item 4. Presentations: State of the Schools to the agenda.

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

4. Presentations

State of the Schools

Superintendent Ryan Ovenell gave a presentation on the State of the Schools. Topics included:

- Strategic Goals
- Academic Achievement
- Budget Status
- Health & Safety
- Enrollment Trends
- Safety and Infrastructure Levy Potential

5. Public Comments

No Public Comments.

6. Staff/Department Reports

No staff or department reports presented at this meeting.

7. Council Committee Reports

- a. **Community Development Committee Minutes September 4, 2025**
- b. **Planning Commission Minutes August 11, 2025**

8. Consent Agenda

- a. **Approve Vouchers and Payroll**
- b. **Approve City Council Meeting Minutes September 11, 2025**

Motion by Councilmember Metz, second by Councilmember Hicks to approve consent agenda items (a) approve vouchers and payroll checks, and (b) approve September 11, 2025, City Council Regular Meeting Minutes.

Motion carried unanimously.

9. Unfinished Business

10. Public Hearing

11. New Business

- a. **Authorize Position Modification- Deputy Clerk/Finance Administrative Assistant**

*Motion by Councilmember Gaumond, second by Councilmember Shepro to approve the modified position - Deputy Clerk/Finance Administrative Assistant. **Motion carried unanimously.***

12. Public Closing Comments

No closing public comments.

13. Executive/Legislative Reports

- a. **Mayor's Report**
No Mayor's report.
- b. **City Administrator's Report**

Smith gave a project update:

- The Heritage Park Pump Track has been completed, it's fantastic, and it's being well used. It was rumored that over 100 kids were using the track last Saturday.
- The new playground equipment at Heritage Park should be finished next week.

- There will be a ribbon cutting for both projects; date to be determined.

c. Councilmember's Reports/Questions

- **Gaumont:** heard lots of positive comments about the pump track.
- **Robb:** Homecoming parade was tonight; I heard it had a good turnout. Reminder that the October 9th Council Workshop has been moved to October 23rd. What a great time to be a Mariners fan!
- **Hicks:** Spoke to the VFW Commander, Legion Commander, and a Rotary representative regarding creating a 4th of July day event.
- **Shepro:** If you have read any of the local papers (Seattle Times, the Everett Herald) it is shocking at how many headlines are addressing the cities that are over budget. It's a massive number, but Stanwood is not on that list. Thank you to our Finance Director, David Hammond!
- **Schmitt:** Asked if Stanwood issues No Knock Warrants. Sgt. Gilje answered to the best of his knowledge, he has not heard of one being served.

14. Recess to Executive Session

No executive session scheduled for this meeting.

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Pro Tem Robb adjourned the meeting at 7:38 p.m.

City of Stanwood

Attest:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



City of Stanwood City Council Staff Report

Item Number: 8.c.
Date: October 9, 2025
Subject: Approve City Council Workshop Minutes - September 25, 2025
Contact Person: Lisa Sokolik, City Clerk
Attachments: 1. City Council Workshop Minutes - September 25, 2025

ISSUE

Minutes of the September 25, 2025, City Council Workshop are attached for Council's review.

RECOMMENDED MOTION

"I MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 25, 2025, CITY COUNCIL WORKSHOP AS PRESENTED."

**City of Stanwood
Workshop of the City Council
September 25, 2025 | 5:00 PM**

Minutes

1. Call to Order

Mayor Pro Tem Darren Robb called the workshop to order at 5:00 PM.

Attendance

Councilmembers present: Dani Gaumond, Marcus Metz, Darren Robb, Robert Hicks, Steve Shepro, Andreena Bergman, and Tim Schmitt.

Staff present: City Administrator Shawn Smith, Community Development Director Patricia Love, Building Official Scott Black, City Engineer Alan Lytton and City Clerk Lisa Sokolik.

2. New Business

a. Missing Middle Housing Discussion

Community Development Director Love explained the 'why's' and 'how's' of the Missing Middle Housing Code Amendments.

Why: the City is required to plan for and accommodate affordable housing for all income levels.

How: by using housing guidance and visioning plans such as the Stanwood Comprehensive Plan, Stanwood Housing Acton Plan and the 2025-2030 Strategic Plan.

Housing options and development flexibility are important because they offer flexibility in site design, support for housing type diversity, and improved alignment with gross density goals.

Although Corner Stores are included in the Missing Middle Housing ordinance, and they indirectly support Missing Middle Housing, they are important as they support our community.

The key points of Love's Planning for Housing presentation included:

1. Missing Middle Housing Ordinance.
2. Land Division and Adjustment Ordinance.
3. Street and Utility Standards Update.

Council members asked questions, provided comments and gave feedback. Love invited council members to email or stop by her office for a one-on-one if they have more questions.

3. Adjourn

Mayor Pro Tem Robb adjourned the meeting at 6:30 p.m.

City of Stanwood

Attest:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



City of Stanwood City Council Staff Report

Item Number: 10.a.

Date: October 9, 2025

Subject: Approve First Reading of Ordinance 1549 Missing Middle Housing, Ordinance 1550 Land Division, and Ordinance 1551 Street and Utility Standards

Contact Person: Patricia Love, Community Development Director

Attachments:

1. A. CC Briefing 092525
2. B. Missing Middle and Land Development Summary v2 w PC Recommendation
3. MMH Ordinance v6 CC 100925
4. D. Signed FFC 2025.09.08
5. Title 18 Land Divisions_ v8 CC PH 100825
6. F. Public Comments - CC Packet 092525
7. COPIED FROM EMAIL DATED TUESDAY SEPTEMBER 30
8. G. Summary of Street and Utility Standards v2
9. H. 2025 Street & Utility Standards Update v1
10. I. Street Standards Chapters 1-5
11. J. Transportation Standard Details
12. K. Storm System Standard Details.
13. L. Water System Standard Details
14. M. Sewer System Standard Details

ISSUE

The purpose of this agenda item is for Council to hold a public hearing on the Planning Commission's recommendation on the Missing Middle Housing and Site Development Code Amendments.

STAFF RECOMMENDATION

Staff recommends that the City Council review and accept the first reading of the Missing Middle Housing Ordinances as recommended by the Stanwood Planning Commission. The amendments address recent changes in state legislation, support the City's Comprehensive Plan goals for housing diversity and affordability, and modernize development standards to reflect current best practices. By adopting these changes as a comprehensive package, the City hopes to avoid potential conflicts in the Municipal Code while the Unified Development Code is being amended.

COMMITTEE RECOMMENDATION

The City Council has been deeply involved in the development of the proposed code and standards amendments, ensuring that the final product reflects a balance of perspectives and community priorities. Over the course of 2025, Councilmembers and the Planning Commission have participated in a series of worksessions, collaborative discussions, and joint meetings that have shaped the direction of the amendments. Key policy review meetings and feedback included:

- A Joint Planning Commission and City Council meeting on February 10, 2025, where foundational policy considerations were discussed.
- Council work sessions on May 8 and June 26, 2025, which provided focused forums to examine draft language, evaluate policy options, and ensure alignment with the community's vision.
- Ongoing discussions at Community Development Committee (CDC) meetings throughout 2025, allowing continuous refinement of the amendments in response to emerging questions and community input.
- Planning Commission meetings throughout 2025 focused on targeted issues and strategies to expand opportunities for "missing middle" housing in Stanwood. Their work was guided by Council's policy direction, emphasizing compliance with the Growth Management Act and state law while safeguarding the City's established residential character.

Public input has been an important part of this process. The Planning Commission held a public hearing on August 11, 2025, and, after continued deliberations, reconvened the hearing on September 8, 2025. Following the close of public testimony and Commission discussion, they unanimously voted to recommend approval of the proposed ordinances as outlined in this staff report. This recommendation reflects the culmination of a year-long collaborative process, integrating the perspectives of the Council, Planning Commission, community stakeholders, and staff, with the shared goal of positioning Stanwood to meet state mandates while preserving the qualities that make the community unique.

BACKGROUND

During the 2023 and 2024 Legislative Sessions, Washington State legislators passed several new laws governing housing. These laws were enacted in response to the Washington State housing crisis declared by Governor and are intended to promote housing production and affordability.

The 2024–2044 Comprehensive Plan and Housing Action Plan include policies that align with Washington State’s mandate to increase the supply of missing middle housing as part of the broader effort to address the affordable housing crisis. With the Comprehensive Plan now adopted, the attached Missing Middle Housing Ordinances implement the City’s Comprehensive Plan, Housing Action Plan, City Strategic Plan and aligns with the State Growth Management Act housing requirements.

As part of the Missing Middle Housing Code Amendments, staff analyzed how the City’s existing development regulations may unintentionally restrict the ability of properties to achieve the residential densities envisioned by the Comprehensive Plan and as allowed under current zoning designations. The analysis revealed how several regulatory codes created barriers to development. These include restrictive minimum lot sizes, setback requirements, road layout standards, and open space provisions—all of which can diminish the actual number of housing units developed on a site, even when higher densities are allowed by zoning. The proposed amendments provide a new approach to land development in Stanwood that emphasizes flexibility over rigid standards. Specifically, the proposed amendments recommend removing traditional ridged development standards in favor of a more adaptable framework that encourages creative site design and responds to market demand.

Key components of the proposed amendments include:

- *Missing Middle Housing*: Update the permitted use matrix with missing middle housing and STEP (Shelters, Transitional, Emergency and Permanent Supportive Housing) housing types.
- *Flexible Subdivision Design*: Developers would have the option to pursue alternative subdivision layouts that are better suited to site conditions and housing needs.
- *Reduced Lot Sizes and Setbacks*: While maintaining the city’s adopted residential density standards, the amendments would allow smaller lots and reduced setbacks to encourage efficient land use and more housing types.
- *Amended Road Standards*: Amending street standards to meet planned densities for infill developments by providing greater site design flexibility and utilization of available land.

While the underlying adopted density is not changing—in fact, it is the same density standard adopted more than 20 years ago—new developments may appear or feel

more dense than existing transitional subdivisions. This perception arises because the proposed code amendments aim to remove certain regulatory barriers, such as minimum lot size and setback requirements, that have historically and artificially lowered the achievable density. By eliminating these constraints, future developments will more closely reflect the adopted density, creating a more efficient use of land without actually increasing the established density itself. These “missing middle” code amendments don’t mean that every new project will be built at the maximum density allowed in a zoning district. Instead, they give builders more flexibility with lot sizes and housing types, making it easier to create a mix of homes that meet different needs. The goal is to encourage infill housing that offers a variety of options for people at all income levels and life stages, from young families to seniors. This approach helps the community grow in a way that is consistent with the Growth Management Act, while also supporting the city's housing goals.

SUMMARY

Over the past several months, the City has been actively developing proposed amendments to its subdivision and permitted use codes. These updates aim to better accommodate both the protection of critical areas and the integration of "missing middle" housing types—such as duplexes, triplexes, townhomes, and cottage housing. The overarching goal is to promote development flexibility that thoughtfully balances environmental stewardship with the need to provide housing options for a range of income levels.

The Missing Middle Housing, Land Division and Adjustment (Subdivision), and Street Standards ordinances have been bundled into a single review package because they are interdependent and must work cohesively to support a clear, consistent, and flexible development framework. These ordinances collectively establish the standards that guide how housing is built, how land is divided, and how infrastructure like streets and sidewalks are designed. Reviewing them together ensures alignment across regulations, prevents internal conflicts or contradictions, and allows for a more integrated approach to promoting housing diversity, efficient land use, and well-connected neighborhoods.

This package includes three ordinances: 1) zoning code revisions to implement policies of the 2024 Comprehensive Plan related to missing middle housing and limited commercial infill; 2) an overhaul of the existing Title 16 Subdivisions into a new chapter of the Unified Development Code Title 18 Division 4: Land Divisions and Adjustments; and 3) revised street and utility standards to update the street cross-sections and other needed amendments to the utility standards.

Below is a concise summary of the proposed changes.

1. Housing

1. Revise code to implement new state requirements regarding the citing and regulation of:

- Housing units in existing non-residential buildings;
 - Accessory dwelling units
 - Emergency shelters, permanent supportive housing, and shelters
 - Co-living housing
 - Revised parking requirements related to missing middle housing types
2. Allow “missing middle” housing types, such as duplexes, multiplexes, townhouses, and cottages in all residential zones.
 3. Add new provisions to allow limited commercial infill, “corner store concept”, development on certain Uptown sites.
 4. Revise definitions in Title 17.20, as needed, to support new proposed code changes.
 5. Revise permitting procedures in Title 18 Division 2 Applications to support new proposed code sections.

2. Title 18 Division 4 Land Divisions and Adjustments

1. Revise and add new code sections to implement new state laws relating to:
 - Unit lot subdivisions
 - Zero lot line developments
 - Split lot subdivisions
2. Add new code sections to address city development priorities, including:
 - Lot size averaging
 - Density transfer
 - Model home development
3. Update and move lot size and density standards from Title 17 Zoning to new section in Land Divisions and Adjustments chapter.
4. Update definitions in Title 18 Division 1, as needed to support new proposed code changes.
5. Add graphics and charts to illustrate code concepts.
6. Overall, reorganize and streamline existing Title 16 Subdivisions into a new chapter that is easier to use, avoids confusing duplicate language, and conforms to state law.

3. Street and Utility Standards Amendments:

- Add new roadway and access standards for alleys, shared driveways, and private drive isle.
- Increased the number of lots that can access off a private road from 4 to 9.
- Updated the roadway cross sections and naming conventions to be consistent with the Comprehensive Plan.
- Updated fire access turnaround options.

- Updated the utility standards, materials, and provisions consistent with current technology and city practices.
- Updated references to the Municipal Code and clarifications.

ANALYSIS

Why provide housing options and development flexibility?

Providing a diverse range of housing options and development flexibility is essential to meeting the needs of a growing and evolving community. As outlined in the City's Comprehensive Plan and in accordance with the goals of the Washington State Growth Management Act (GMA), increasing housing diversity supports affordability, promotes equity, and ensures that people of all ages, incomes, and household types can find suitable housing within the community.

Flexibility in Site Design

Reducing the minimum lot size while maintaining the underlying density requirement, particularly in designated higher-density zones, provides increased flexibility in how a site is configured. This can lead to more efficient site layouts, integration of different housing types, and the ability to address site-specific topographic or critical area constraints. Smaller lots also create opportunities to accommodate a broader variety of missing middle housing, such as duplexes, townhomes, and cottage courts, within compact, walkable neighborhoods.

Support for Housing Type Diversity

The proposed concept supports the City's objective to permit a diverse housing inventory. By allowing smaller lots and greater clustering flexibility, it becomes easier to integrate a mix of housing types within the same development. This diversity helps meet the needs of various household sizes, ages, and income levels, while also advancing goals related to housing affordability and choice.

Improved Alignment with Gross Density Goals

The amendments bring development outcomes closer to the gross density figures envisioned in the City's Comprehensive Plan and zoning ordinances.

- Gross density refers to the total number of units permitted on a property based on its size and zoning designation, before deductions for infrastructure and environmental constraints.
- Net density, by contrast, reflects the number of units actually achieved after accounting for land set aside for roads, stormwater facilities, parks, critical areas, and other non-developable features.

What are corner stores and why are they being proposed now?

In 2003, the City adopted the Traditional Neighborhood zoning designation, which included provisions to reintroduce the "corner store" concept into the Uptown

neighborhood. However, in the more than 20 years since its adoption, development within this zone has been exclusively residential. Despite the original intent, residential builders have not incorporated corner store spaces into their projects.

As part of the 2024–2044 Comprehensive Plan update, the City has adopted new housing policies that call for a reevaluation of Uptown commercial uses—specifically the reintroduction of corner stores. These small-scale commercial spaces play a key role in creating vibrant, walkable neighborhoods by providing residents with convenient access to everyday necessities and services, often within walking distance of home. When integrated thoughtfully alongside missing middle housing types, corner stores contribute to mixed-use environments that blend increased residential density with neighborhood-scale commercial activity, fostering both community interaction and local economic vitality.

To solicit public input on this concept, the City hosted an open house—both online and in person—on May 29. The event was promoted through the City’s social media channels and generated over 400 public comments.

Code provisions have been designed around the following concepts:

- Provide convenient services within walking distance of neighborhoods; and
- Require development standards that reduce potential impacts on adjacent homes such as noise, odors, signage, lighting and parking.

What do road standards have to do with missing middle housing?

Amending street standards is another strategy that the city can use to help meet density goals and accommodate missing middle housing types. Traditional street design requirements, such as wide public rights-of-way and limits on the number of units allowed on private roads, were often developed with large-scale subdivisions in mind and may not be well-suited for today’s infill and compact housing developments. Revisiting these standards can offer greater site design flexibility and make it easier to optimize the use of available land. Staff is proposing the following options for consideration: The proposed amendments include:

Add a Standard for Shared Driveways

With the proposed new land division requirements regarding unit lot and split lot subdivisions, the City anticipates the need to establish a new driveway design standard capable of accommodating up to three residential dwelling units on a single parcel. This anticipated standard is being developed to support small-scale, infill residential development to ensure safe and functional site access for multi-unit configurations.

These shared driveways will serve accessory dwelling units (ADUs) and attached housing types such as duplexes and triplexes. By providing clear guidance on driveway width, surfacing, turning radii, emergency access, and shared access coordination, the City aims to remove barriers to development while maintaining public safety,

infrastructure integrity, and neighborhood compatibility.

Amend Stanwood's Private Road Standards

One strategy to facilitate infill development is to increase the number of lots or dwelling units permitted on a private road. This option can be especially advantageous for smaller or irregularly shaped parcels, where constructing a full public roadway may be impractical, cost-prohibitive, or result in an inefficient use of land. Allowing additional units on a private access road can unlock development potential without compromising safety or accessibility.

City staff is recommending an increase in the current limit from 4 to 9 lots on a private road. This recommendation is consistent with the maximum number of lots allowed under a short plat, thereby simplifying the infill development process and reducing regulatory barriers for small- to mid-sized projects. Importantly, all developments would still be required to comply with essential fire and life safety standards, including adequate road width, emergency vehicle access, and turnarounds, to ensure public safety is not compromised.

Add a Standard for Private Drive Isles in Multifamily, Mixed-Use and Commercial / Industrial Developments

To enhance clarity and ensure consistent application of access and circulation requirements, the City is introducing a new standard specifically for private drive isles within multifamily, mixed-use, and commercial/industrial developments. These types of developments often include internal drive aisles that function similarly to public streets but are privately maintained. By establishing clear design criteria the new standard will help ensure that private drive aisles are safe, navigable by emergency and service vehicles, and appropriately integrated into site layouts.

Update Fire Turn Around Standards

The proposed updates include revisions to fire access and turnaround requirements to ensure consistency with current fire code regulations. As residential development patterns evolve, particularly with increased interest in infill housing and smaller-scale subdivisions, it is critical that emergency vehicle access is maintained across all site configurations.

The updated standards provide fire access options to help site flexibility while maintaining compliance with fire safety regulations. These options include the traditional cul-de-sac, as well as alternative configurations such as the “Y” design, hammerhead, and “T” turnaround, all of which provide adequate space for emergency vehicle maneuvering. Additionally, a fire hydrant clearance detail has been added to ensure unobstructed access to hydrants.

Other Amendments

While not all of the proposed updates to the Street and Utility Standards are directly related to missing middle housing or land division regulations, incorporating these revisions at this time presents an opportunity to modernize outdated standards and

improve overall consistency. Addressing these updates now, concurrent with other code amendments, avoids the inefficiency of initiating a second, separate round of changes in the near future. These amendments include:

- Adopting new construction materials and infrastructure technologies have occurred over the past decade;
- Incorporation of state law requirements for roadway access and utility connections related to accessory dwelling units (ADUs);
- Update sewer and water material specifications and equipment to improve system efficiency and operational performance;
- Remove outdated reference to certain materials and equipment;
- Standardize water and sewer infrastructure systems and materials to increased cost efficiency by minimizing the variety of spare parts needed for maintenance and repairs; and
- Adopt new maintenance standards to ensure the long-term functionality of public infrastructure and to protect the City's water and sewer treatment plant from damage resulting from neglect or poor upkeep.

COUNCIL REQUESTED AMENDMENTS AND CLARIFICATIONS

On September 25, 2025, the City Council conducted a worksession to review the proposed amendments. The summary below outlines their feedback along with staff's corresponding proposed code revisions.

Issue #1	Missing Middle Ordinance (Ord 1549)
Accessory Dwelling Units	• Clarify setback requirements • Provide additional clarity on types of ADU's allowed • Prohibit ADU's from being rented out as short-term rentals •

Setbacks for ADUs are outlined in Table 17.60.020(2) and are as follows:

- Front Setback: Apply underlying zoning setback
- Rear Setback: 5 feet
- Rear Setback off an Alley: None
- Side Setback: 5 feet
- Side Setback (Corner): 10 feet or as required by sight distance standards

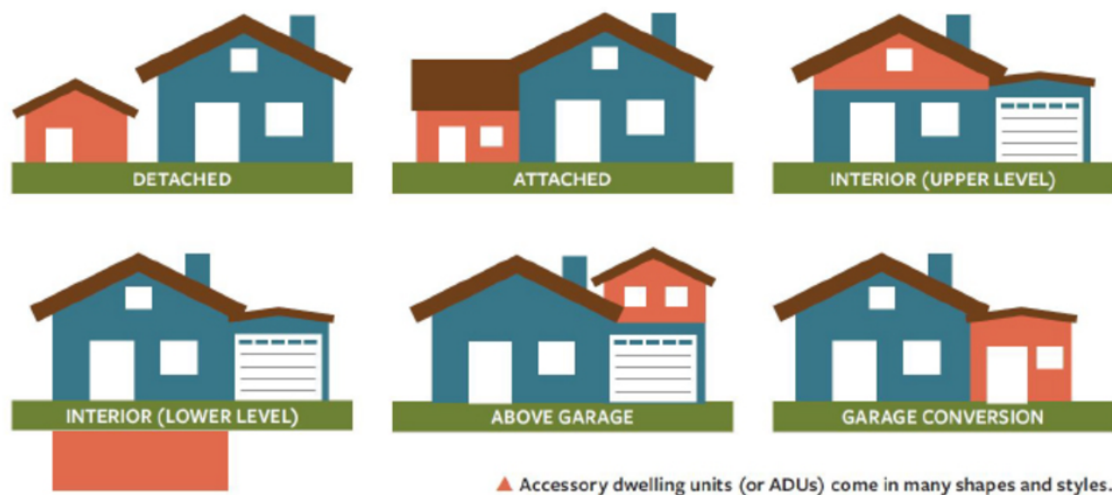
Additional clarifying language has been added to the front setback column to specify

that ADUs must be located to the side or behind the primary residence. This ensures that an ADU cannot be constructed in front of the main dwelling.

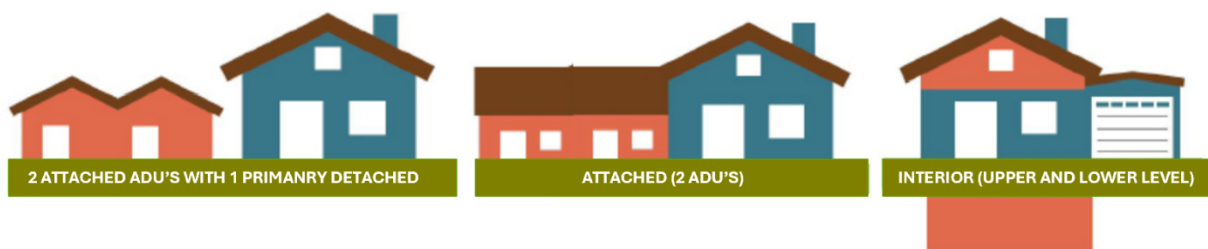
With the requirement to allow 2 ADU's per lot, Figure 17.95.480(2), Examples of Accessory Dwelling Units, has been updated with a new graphic illustrating that ADUs may:

- Be attached to each other,
- Be attached to the primary residence, or
- Be incorporated within the primary dwelling unit.

Existing ADU Graphic:



Added ADU Graphic:



Lastly, Section 17.95.480(7) prohibits Accessory Dwelling Units (ADU's) from being used as short-term rentals. No revisions to the draft code are required. In addition, Subsection (6)(b) restricts certain types of materials and structures from being used for ADU's, including yurts, recreational vehicles (RVs), and shipping containers. These limitations were included to help ensure neighborhood compatibility.

Issue #2	Missing Middle Ordinance (Ord 1549)
Corner Stores	▪ Allow Corner Stores on 102nd Avenue in Downtown ▪ Standards should require front doors to face the street ▪ Consider allowing a reduction in the required parking

Allowing corner stores on 102nd Street is consistent with the general goal of allowing this type of use on collector streets. To be eligible, a property would need to be located on a corner or be at least a half acre in size. A quick check revealed that about 2 or 3 lots along 102nd Avenue could meet the half acre requirement. The following changes were made to the proposed code language:

- Added corner stores as an allowed use in the SR 5.0 zone;
- Added 102nd Avenue to the list of streets where corner stores are allowed; and
- Removed “in the uptown area” from the standards text, as corner stores would now be allowed in the downtown as well as the uptown area.

Section 17.100.085, Supplemental Standards, Subsection (6)(b) requires that the primary entrance to a corner store be oriented toward the street, or toward the intersection if located at a corner. This standard was adopted to ensure convenient access to businesses and to foster a pedestrian-friendly environment. No changes are proposed to this draft language.

Section 17.100.085(6)(f) authorizes the Planning Director to reduce the required number of parking spaces if the applicant demonstrates that no spillover impacts will occur within the surrounding neighborhood. To minimize the need for potentially costly studies, staff recommends eliminating the parking study requirement.

Issue #3	Missing Middle Ordinance (Ord 1549)
Day Care Centers	• Allow day care centers in more zoning districts

State law now requires cities and counties to permit commercial day care centers in all residential and commercial zones. The draft code already reflects this requirement, as the permitted use tables allow day care centers in every residential and commercial district. Since they are an allowed use, they may also be combined with other uses, such as schools or places of worship. No revisions to the draft code are necessary.

Issue #4	Missing Middle Ordinance (Ord 1549)
Preschools	• Consider allowing preschools (public or private) similarly to day cares

Preschools are currently listed in the permitted use matrix under the “schools” subheading. In some residential zones, they are allowed with a conditional use permit; in others, they are permitted outright; and in a few zones, they are prohibited altogether. Staff recognizes that preschools are an important community need and supports allowing them in a manner similar to day care centers. However, determining where all types of schools should be permitted requires a comprehensive review. Therefore, staff recommends addressing this issue as part of the upcoming amendments to the permitted use matrix. Therefore, no changes to the draft code have been proposed.

Issue #5	Land Division and Adjustments (Ord 1550)
Bulk Standards Table	• Bulk standards table is confusing – add clarification • Better define "avoid clustering of housing" in the Housing Diversity Section

Several council members found the draft bulk matrix confusing. To improve clarity, the matrix has been redesigned to:

- Explicitly note the maximum allowed density.
- Clarify that unit counts cannot exceed the maximum density.
- Included a separate row for commercial and industrial lot sizes (so they are not mixed with residential).
- Added SMC citations for quick reference to pertinent code sections.

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- RES	TN-MU	DMU	NB	GC	PI	GI	PF
Maximum Density Max Number of Dwelling Units Per Gross Acre	5	6	8	10	20	20	20	20	N/A	See SMC 17.30.070 Residential Footnotes	See SMC 17.30.080 Footnote 5	N/A	N/A
Minimum Lot Area - Detached Residential Units Square feet - Unit Count Must Not Exceed Max Density See SMC 18.400.045 Housing Diversity in Subdivisions	5,000	5,000	5,000	3,000	3,000	3,000	3,000	3,000	N/A	N/A	N/A	N/A	N/A
Minimum Lot Area - Attached Residential Units Square feet - Unit Count Must Not Exceed Max Density See SMC 18.400.045 Housing Diversity in Subdivisions	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	N/A	N/A	N/A	N/A	N/A
Minimum Lot Area - Commercial and Industrial Lots	N/A	N/A	N/A	N/A	N/A	N/A	3,000	3,000	6,000	10,000	20,000	1 acre	5,000
Minimum Lot Width Feet - See SMC 18.402.040(2) for Lot Width Variation Requirement	25	25	25	25	25	25	None	None	None	None	None	None	None
Minimum Lot Depth Feet	50	50	50	50	50	50	None	None	None	None	None	None	None

The permitted use matrix has been revised to allow missing middle housing in all residential zones. The intent of this change is to provide a wider range of housing types and price points, ensuring options are available for all economic segments of the community.

During review, however, concerns were raised that subdivisions could be developed entirely with missing middle housing types—such as townhouses or duplexes—which might alter the established character of existing residential neighborhoods.

To promote housing diversity, encourage visually engaging neighborhoods, and prevent monotony in subdivision design, a new code section—Section 18.402.045, Housing Diversity in Subdivisions—was added to the Land Division and Adjustment Code. While the Council supported this new provision, there was some uncertainty about how the directive to “avoid clustering of a single type in isolated areas” would be applied in practice.

To provide clarity, the following language has been added to Section 18.400.045, Housing Diversity in Subdivisions.

(4) Distribution and Integration

(a) Housing types shall be distributed throughout the subdivision in a manner that avoids clustering of a single type in isolated areas.

(b) No more than five (5) dwellings of the same housing type shall be located directly adjacent to, or across from, one another. Where strict compliance is impractical due to overall project size, unit count, or site constraints, the Planning Director may approve a deviation allowing a greater number of dwellings of the same housing type. Any approved deviation shall demonstrate that housing types are still distributed throughout the subdivision in a manner

that creates integrated neighborhoods and maintains diversity across blocks, streets, and sections.

Issue #6	Land Division and Adjustments (Ord 1550)
Cottage Housing	• Require front porches

The City Council requested that staff evaluate an amendment to the Cottage Housing code requiring the inclusion of front porches on cottage housing units as a way to strengthen community character. Front porches provide a welcoming, human-scale transition between private residences and shared outdoor areas, encouraging informal neighborly interaction and fostering a stronger sense of community. This design feature is commonly included in cottage housing codes as a best practice. In response to the Council's direction, the following language has been added to Section 18.402.130(3), Cottage Subdivision Standards:

(c) Front Porch Requirement for Cottage Housing Units:

- 1. Porch Requirement. Each cottage housing unit shall include a covered front porch oriented toward a street, common open space, or pedestrian pathway.**
- 2. Minimum Size. The porch shall have a minimum floor area of sixty (60) square feet, with no dimension less than six (6) feet, to ensure it can accommodate a small table and at least 2 chairs.**
- 3. Location. Porches shall be located at the primary entrance of the dwelling and shall be visible from the street or common area to encourage neighborhood interaction.**

Issue #7	Land Division and Adjustments (Ord 1550)
Use of Private Roads and Circulation	• Provide clarity on the number of units allowed off a private road versus when a public road is required

Street design within subdivisions is a critical issue because it serves two purposes: ensuring public safety and shaping neighborhood character. In the context of missing middle housing, it is important to recognize how road design can either support housing development or create barriers to it. As new housing types and subdivision patterns are introduced, the City determined it was necessary to reevaluate the range of roadway infrastructure permitted.

To address this, the code package includes updates to the types of roadways allowed—such as alleys, shared driveways, private roads, and public roads. These updates are intended to provide flexibility for different development patterns while maintaining safe and functional connections. A new section is therefore being added to the subdivision code to clearly identify which roadway types are permitted and how they are expected to connect with one another.

New Code Section:

18.402.045 Street Design Standards

1. **Purpose. The purpose of these standards is to ensure that street design within subdivisions provides safe and efficient access, supports neighborhood character, and promotes long-term connectivity. By establishing clear roadway types and connection requirements, these standards are intended to facilitate housing diversity, reduce barriers to development, and create cohesive neighborhoods.**
2. **Types of Roadways**
 1. **Alleys are permitted in all subdivisions.**
 2. **Shared driveways may serve a maximum of three (3) dwelling units.**
 3. **Private roads may serve up to nine (9) dwelling units.**
 4. **Public roads shall be required for subdivisions serving ten (10) or more dwelling units.**
3. **Street Connectivity Requirements**
 1. **Roads in new subdivisions shall connect to existing or adjacent stub roads in neighboring subdivisions, where feasible.**
 2. **New stub roads shall be provided to adjacent vacant lands to ensure future connectivity.**
 3. **Dead-end roads are only permitted where connections to existing stub roads or adjacent vacant lands are not feasible due to physical or environmental constraints.**
4. **Public Road Standards**
 1. **Any road serving more than nine (9) residential units must be constructed to public road standards.**
 2. **This requirement includes roads that connect to existing stub roads, or provide new stub roads for future connections.**
 3. **All roadway design and construction shall conform to the City of Stanwood Street and Utility Standards, as amended.**

Issue #8	Code Updates
Other	• Delete reference to sewer rates associated with Co-Living Units • Update citation references and clarifications as provided by Code Publishing

Since the City will be undertaking a comprehensive update of Title 12, Utilities by the end of this year or early 2026, the proposed amendment to Title 12 regarding utility rates for Co-Living Units has been removed from this code package. This item will instead be addressed as part of the upcoming Title 12 update.

In addition, the Code Reviser has provided preliminary comments on the draft ordinances. Staff will work with the Reviser to resolve scrivener's errors, correct reference citations, and address typographical issues to ensure accuracy and clarity.

FINANCIAL IMPACT

No formal financial analysis has been prepared for the Missing Middle ordinances, as the amendments are expected to result in the same number of housing units, or potentially more, than would otherwise be built under current regulations. From a city operations' standpoint, this means no significant change in revenue or expenditures is anticipated. For the community, however, the goal is to create more entry-level and downsizing housing options, giving young families, seniors, and multiple generations the opportunity to remain in Stanwood. This helps ensure that residents can continue to live in the community where they were raised or have called home for much of their lives.

COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1549 - Missing Middle Housing, Ordinance 1550 - Land Division, and Ordinance 1551 - Street and Utility Standards and proceed to the second reading.
2. Request changes to the draft ordinances and proceed to the second reading.
3. Send the package back to the Planning Commission for additional review.

RECOMMENDED MOTION

"I MOTION TO ACCEPT THE FIRST READING OF ORDINANCE 1549 - MISSING MIDDLE HOUSING, ORDINANCE 1550 - LAND DIVISION, AND ORDINANCE 1551 - STREET AND UTILITY STANDARDS".



CITY OF STANWOOD

STANWOOD MUNICIPAL CODE UPDATE

Missing Middle, Land Division, and Street Standards

City Council Worksession Briefing

September 25, 2025



CITY OF STANWOOD

MUNICIPAL CODE UPDATE

Planning For Housing – *Why?*

Washington State Growth Management Act



Growth Management Act:

The Growth Management Act (GMA) requires local governments to *“plan for and accommodate*” housing affordable to all income levels.*



Picture: MRSC Website

*Note: GMHB Decision on August 1, 2025 = Accommodate May mean “Require” and Potentially Fund Affordable Housing; Clarification Is Being Sought.



Planning For Housing – Why?

Local Goals and Desires



Stanwood's housing **guidance and visioning** plans:

Stanwood Comprehensive Plan:

Envision a **range of housing types** to ensure a variety of living accommodations

Encourage the **preservation of open space** and minimize environmental impacts

Stanwood Housing Action Plan:

Provide a **wider variety of housing opportunities** for homeowners and renters.

Provide **infill** development.

2025-2023 Strategic Plan:

Adopt zoning regulations that **allow a variety of housing types.**

Apply growth management strategies to meet population and employment targets



Planning For Housing – *State Mandates*

2023 / 2024 Legislative Bills



New legislative mandates from the State to local jurisdictions

Mandates include:

- Allow additional housing units in existing buildings,
- Allow two Accessory Dwelling units per lot,
- Allowing different types of “missing middle” housing,
- Accommodate emergency shelters, transitional housing, emergency housing, and permanent supportive housing,
- Allow co-living housing units in zones that allow 6 or more units per acre.



Planning For Housing –Where?

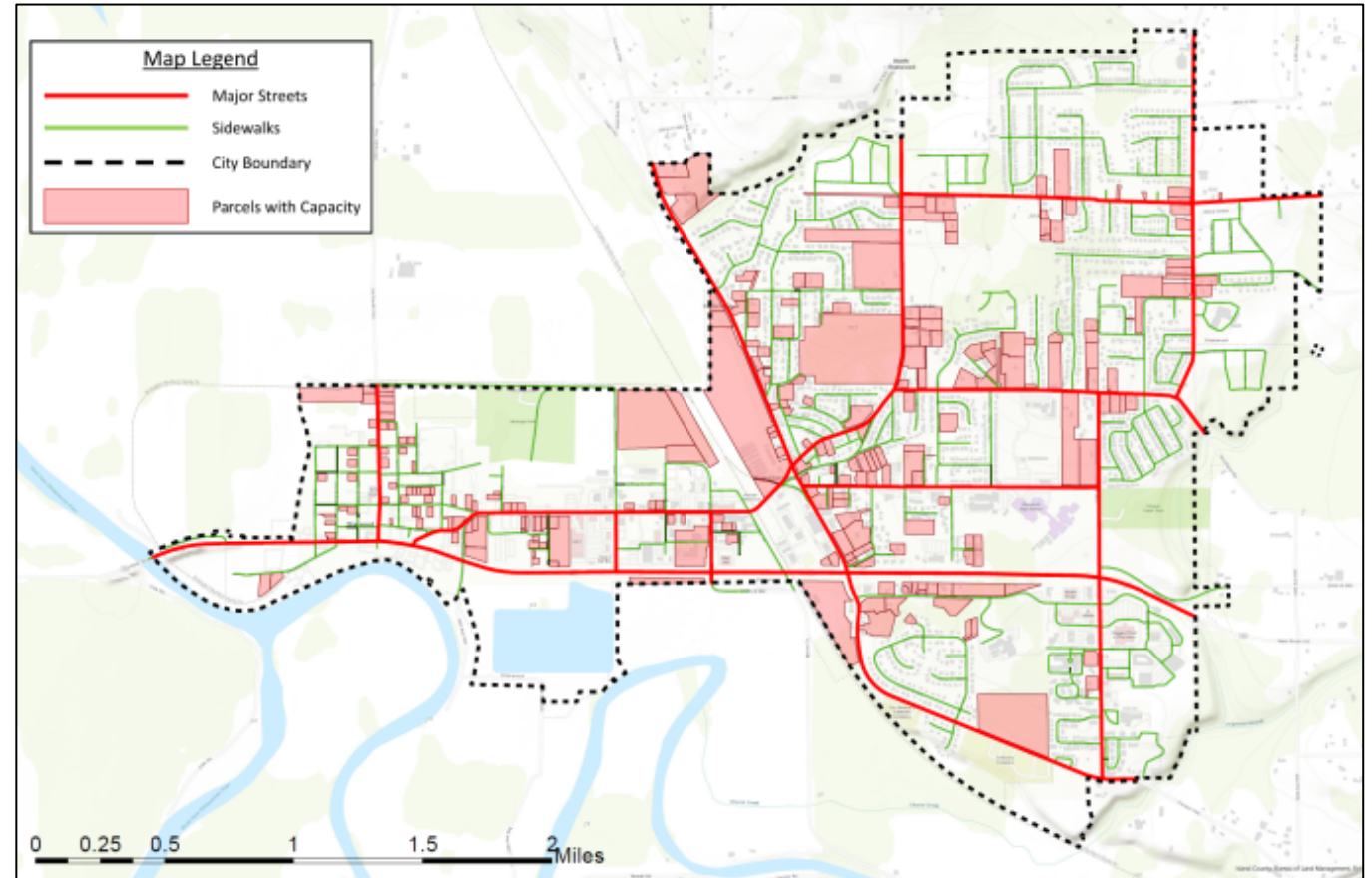
Stanwood Housing Capacity



Where is there room for additional housing?

- Infill of Middle Housing
- Downtown Mixed Use

"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."



Red = Parcels that have development capacity



Planning For Housing – *Stanwood Approach*

Missing Middle Housing Amendment Package



3 Ordinances: Permitting Uses, Land Division, & Street Standards

Reviewing them together ensures alignment across regulations, prevents internal conflicts or contradictions, and allows for a more *integrated approach* to promoting housing diversity, efficient land use, and well-connected neighborhoods.

- *Missing Middle Housing (Ordinance 1549)*: Update the permitted use matrix with missing middle housing and STEP (Shelters, Transitional, Emergency and Permanent Supportive Housing) housing types.
- *Flexible Subdivision Design (Ordinance 1550)*: Developers would have the option to pursue alternative subdivision layouts that are better suited to site conditions and housing needs.
- *Amended Road Standards (Ordinance 1551)*: Amending street standards to meet planned densities for infill developments by providing greater site design flexibility and utilization of available land.





CITY OF STANWOOD

Planning for Housing Missing Middle Housing Ordinance



CITY OF STANWOOD

MUNICIPAL CODE UPDATE

Missing Middle Housing Ordinance

What is included?



1. Implementation of **state requirements**:
 - Housing units in existing non-residential buildings;
 - Accessory dwelling units
 - Emergency shelters, permanent supportive housing, and shelters
 - Co-living housing
 - Revised parking requirements related to missing middle housing types
2. Allow “**missing middle**” housing types, such as duplexes, multiplexes, townhouses, and cottages in most residential zones.
3. New **Corner Store** provisions to allow limited commercial infill in the Uptown Area.
4. Revise **definitions** in Title 17.20, as needed, to support new proposed code changes.
5. Revise **permitting procedures** in Title 18 Division 2 Applications to support new proposed code sections.



Missing Middle Housing Ordinance



Definitions

New and Moved Definitions – Title 17, Zoning to Title 18, Unified Development Code

Accessory Dwelling Unit	Multifamily Dwelling (Updated)
Attached Accessory Dwelling Unit (New)	Permanent Supportive Housing (New)
Detached Accessory Dwelling Unit (New)	Principal Unit(New)
Co-Living Housing (New)	Short Term Rental (New)
Daycare Facility (Updated)	Single Family Dwelling
Drive Isle (New)	Sleeping Unit (New)
Duplex (Updated)	Tandem Parking (New)
Dwelling	Townhouse (Updated)
Dwelling, Multifamily	Transitional Housing (New)
Emergency Housing (New)	
Gross Floor Area (Updated)	
Major Transit Stop (New)	



Missing Middle Housing Ordinance

Permitted Use Matrix Update



State Mandates:

- Co-Living Housing - State Mandate
- Accessory Dwelling Units – State Mandate
- Daycare Center – Added to PF Zone

Missing Middle Housing:

- Cottage Housing – Missing Middle Housing Option in MR, TN-Res, DMU and GC Zones
- Townhouse – Missing Middle Housing Option in SR 9.6, SR 7.0 SR 5.0, TN-Res, and DMU Zones
- Triplex – Deleted; Considered Townhome
- Live-Work Units – Added to TN-Res and TN-MU Zones

STEP Housing (Shelters, Transitional, Emergency, Permanent Housing) Mandate:

- Permanent Supportive Housing – State Mandate
- Transitional Housing – Added to TN-MU Zone

Other:

- Daycare Home - Updated to Include in TN-Res Zone
- Group Home and Home Occupations – Added to TN-Res and TN-MU Consistent with Other Residential Zones
- Daycare, Mini – Deleted; Now Covered Under Daycare
- Small Scale Commercial Infill – Corner Stores Allowed in the Uptown Area



Missing Middle Housing Ordinance

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- Res	TN- MU	DM U	NB	GC	PI	GI
Co-Living Housing					P		P	P		P		
Daycare, Home	AC	AC	AC	AC	AC	AC			P			
Dwelling, Accessory	P	P	P	P	P	P	P					
Group Home	P	P	P	P	P	P	P	P		P		
Home Occupation	AC	AC	AC	AC	AC	AC	AC	AC		AC	AC	

Black = Existing Municipal Code Red = Code Changes



Missing Middle Housing Ordinance

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- RES	TN- MU	DM U	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		
Live-Work Units							P	P		P		
Multi-Family					P		P	P		P	P	

Missing Middle Housing Ordinance



Emergency Shelters:

Temporary shelter for individuals or families who are currently homeless; Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.”

Transitional Housing:

Independent and permanent housing and supportive services to homeless individuals or families for up to two years

Emergency Housing:

Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless, for up to 60 days, that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families.

Permanent Supportive Housing:

Subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy.



Missing Middle Housing Ordinance

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- RES	TN- MU	DM U	NB	GC	PI	GI
Emergency Shelter	P	P	P	P	P			P		P		
Emergency Housing		P	P	P	P			P		P		
Permanent Supportive Housing	P	P	P	P	P	P	P	P		P	P	
Transitional Housing	P	P	P	P	P	P	P	P		P		

Black = Existing Municipal Code Red = Code Changes



Missing Middle Housing Ordinance

Base Bulk Standards

Bulk standards address building setbacks, height, and lot coverage

Updated applying the *Planned Residential Development* (PRD) standard.

This amendment is intended to simplify the code by eliminating the current system, which includes multiple, and at times conflicting, standards based on land use type.

Similar updates are being applied to the Commercial/Mixed-Use, Industrial, and Parks Matrixes



	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN-RES
NOTE: Development standards pertaining to density, lot area, lot width, and lot depth are removed from this table for ease of review; however, these standards are not intended to be deleted by this ordinance.						
Front Lot Line Setback (Feet)	25	10	10	10	10	10
Rear Lot Line Setback (Feet)	25	20	15	15	5	15
Side Lot Line Setback (Feet)	5	5	5	5	25 Or 5 on Existing Lots < 10,000 sf	5
Side Lot Line Setback, Corner (Feet)	15	15	15	15	25 Or 5 on Existing Lots < 10,000 sf	15
Setbacks for Decks:						
Front Yard	Half The Front Setback					
Rear Yard	5					
Building Height ¹ (Feet)	30	30	30	30	40 ²	30
Lot Coverage (Percent)	40% ³	40%	40%	50%	40%	50%
Minimum Driveway Length (Feet)	20	20	20	20	20	20

Missing Middle Housing Ordinance

Flexibility in Bulk Standards

Specific *setback provisions for Missing Middle Housing* Types:

- Accessory Dwelling Units (ADUs), Cottage Housing, Cluster Lots, Unit Lots,
- Zero Lot Line Developments, Attached Housing Unit Projects.

The revised standards help *facilitate missing middle housing* options that can increase affordability and improve the *diversity of housing options* available within the community.

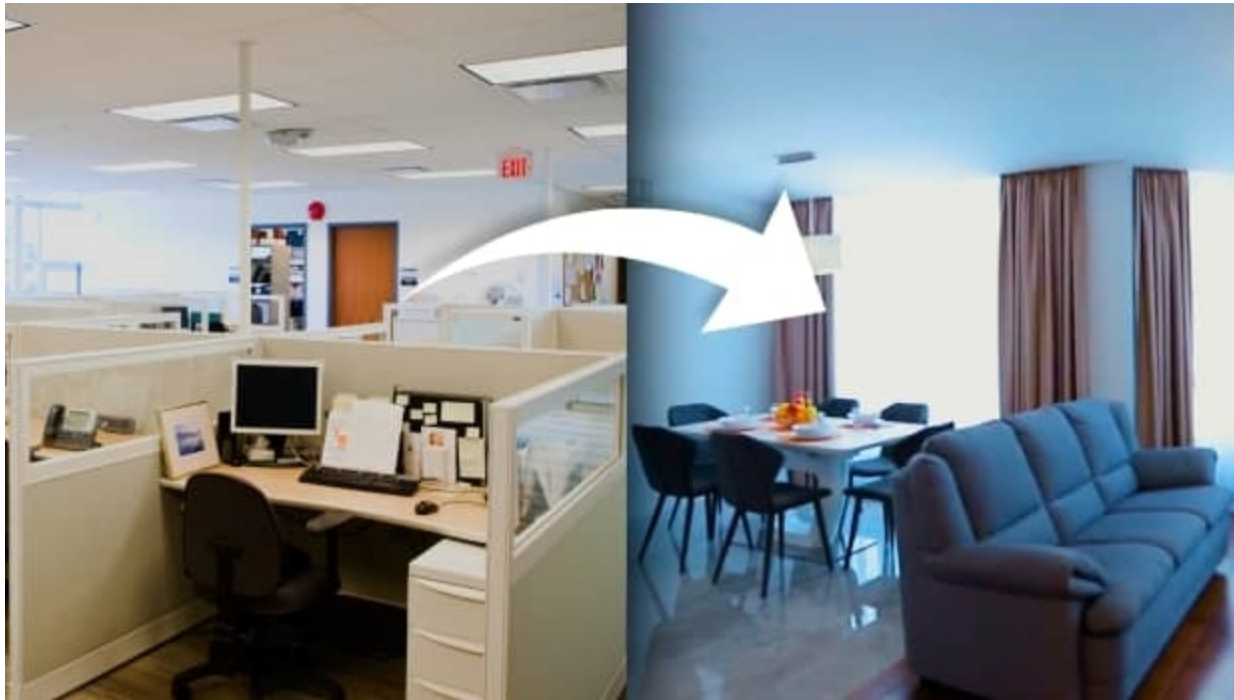


	Accessory Dwelling Unit	Accessory Building	Cottage Lot	Unit Lot Subdivision	Attached Units or Zero Lot Line
Front Lot Line Setback (Feet)	Underlying Zoning	Underlying Zoning	10	10	10
Rear Lot Line Setback (Feet)	5	5	10	10	10
Rear Lot Line Setback, Alley (Feet)	0	5 Or 2 for Structures Under 200 sf	5	5	0
Side Lot Line Setback (Feet)	5	5 Or 2 for Structures Under 200 sf	5	5 ¹	5 ²
Side Lot Line Setback, Corner (Feet)	10 or Sight Distance Triangle (Whichever Greater)	10 or Sight Distance Triangle (Whichever Greater)	10 or Sight Distance Triangle (Whichever Greater)	10 or Sight Distance Triangle (Whichever Greater)	10 or Sight Distance Triangle (Whichever Greater)
Lot Coverage (Percent)	65%	10%	60%	80%	80%
Maximum Building Size	1,000 square feet	20% of Principle Building	1,200 square feet	N/A	N/A

Missing Middle Housing Ordinance

Housing Units in Existing Buildings

Converting a commercial building into residential units



Standards:

- 50% Density Increase
- No New Parking
- Building Permits Required
- Maintain Commercial Use on Main Floor on Arterials and Collector Streets
- Buildings Must Connect to Water and Sewer

Where Could This Apply in Stanwood?

- Haggen Commercial Center
- Uptown Commercial Area by YMCA
- Downtown

State requires cities to allow commercial-to-residential conversions.



Missing Middle Housing Ordinance

Accessory Dwelling Units

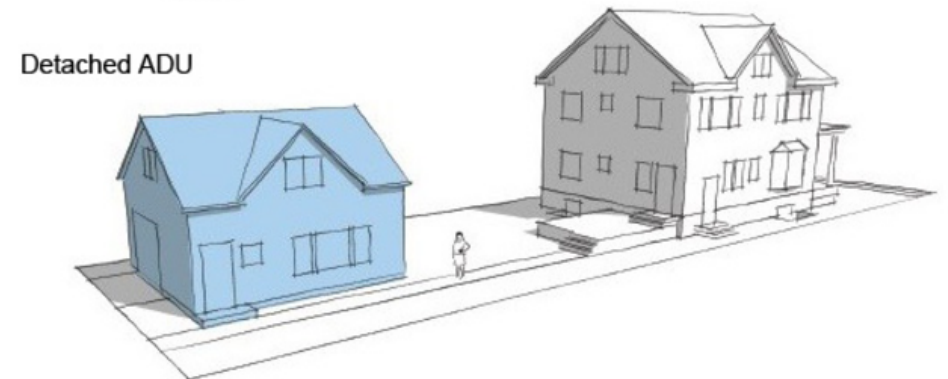
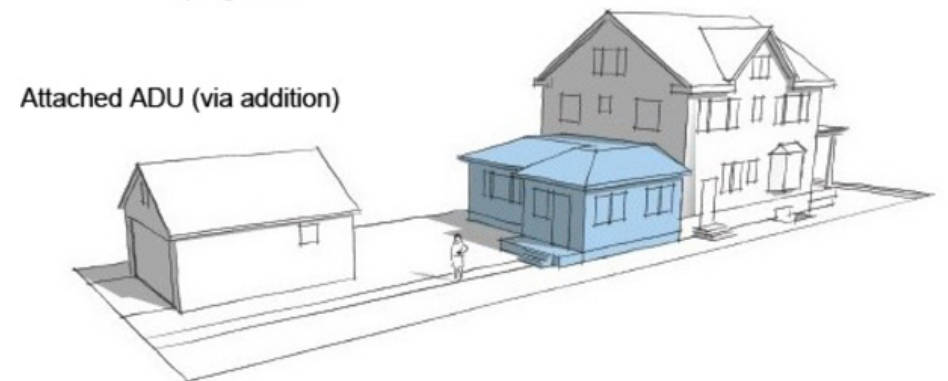
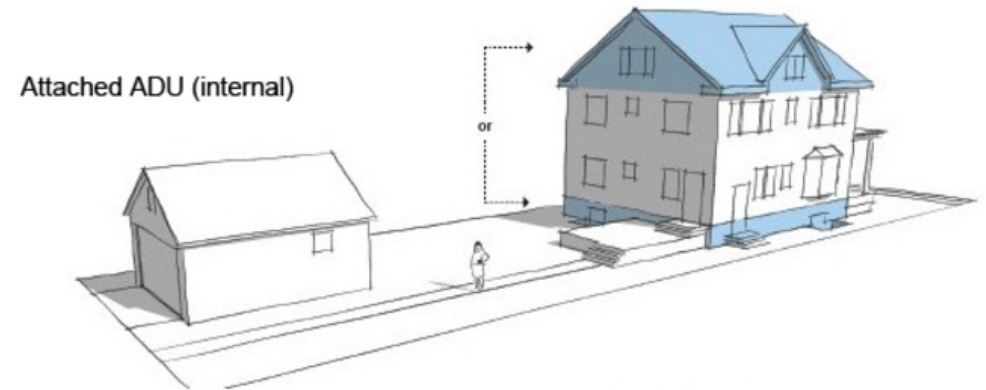
Commonly referred to as “Mother-In-Law” units

New changes to legislature:

- Must allow 2 ADU’s per lot
- Minimum size of 300 sf; Maximum size of 1,200 sf:
 - An ADU located entirely within an existing primary structure: max of 1,200 gsf
 - Detached ADUs on Lots Less Than 12,400 Square Feet: max of 1,000 gsf
 - Detached ADUs and Additions on Lots 12,400 Square Feet or Greater: max of 1,200 gsf
- Can be sold independently
- Required to meet most setbacks
- Additional restrictions on parking and design requirements

Examples of Accessory Dwelling Units (ADUs)

ADUs in blue; main residence in white



Missing Middle Housing Ordinance

Co-Living Housing

Co-living housing:

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

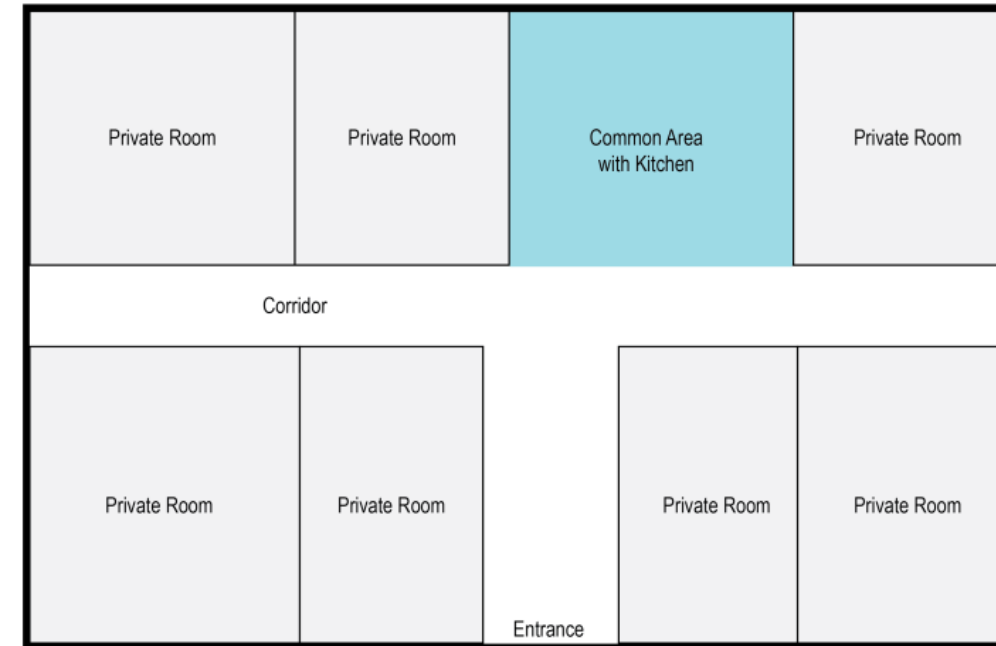
Commonly Referred to As:

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

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.***



Co-Living Housing



BHC Consultants

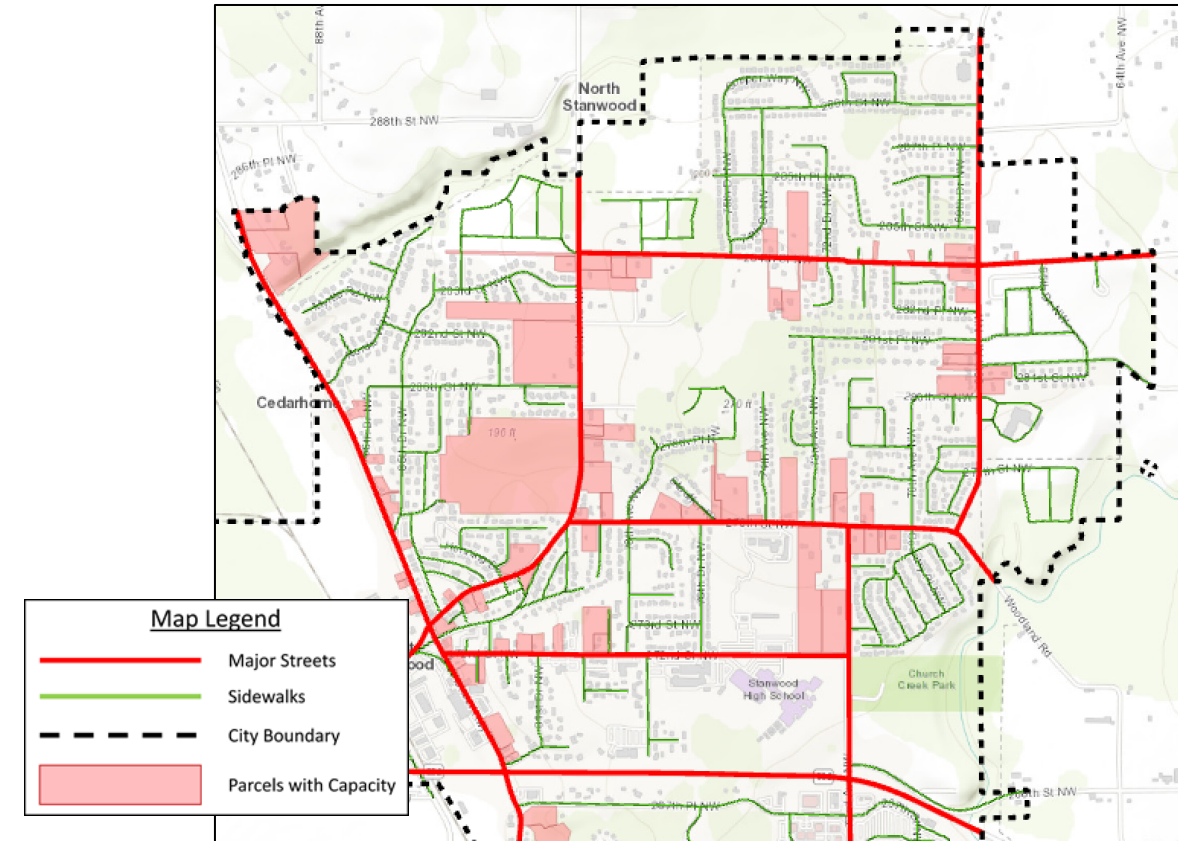


Missing Middle Housing Ordinance



Small Scale Commercial in Uptown Area – “Corner Store”

- Option to allow Corner Store 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



Missing Middle Housing Ordinance

Corner Stores – Allowed Uses



Minor Decision Administrative Permit Approval Type II with Public Notice Maximum Floor Area of 3,000 square feet	Major Decision Public Hearing Permit Review Process Type III with Hearing Examiner Hearing Maximum Floor Area of 5,000 square feet
Indoor Animal Grooming Healthcare Office, Single Practitioner Live-Work Units Retail Shop/Boutique Salon	Café/Bistro Coffee Shop/Bakery Grocery Preschool Professional Office

	Residential Zones						Commercial Zones				Industrial	
Land Use – Proposed Amendments	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN- RES	TN- MU	DMU	NB	GC	PI	GI
Small-Scale Commercial Infill in Uptown Area		P	P		P	P	P					

Missing Middle Housing Ordinance

Corner Stores – Standards



Standard	Regulation
Architectural Design	Street oriented, transparent windows, size and scale of residential zoning, landscaping
Parking	No backing out onto street; no parking in front of building
Uses	No drive through businesses
Hours of Operation	7 am to 10 pm
Neighborhood Compatibility	Restrictions on odors and noise; alternative impact study allowed if requested
Signage	Limits on size, type and illumination
Maintenance	On-going requirement to maintain building and property exterior



Missing Middle Housing Ordinance



Other

Parking:

- Amends the residential parking stall dimensions as required by state law: 8 x 18 per RCW 36.70A.622
- Adds Co-Living parking ratio at 0.25 stalls per sleeping unit per RCW 36.70A.535

Concurrency:

- Exempts residential units within an existing building from transportation concurrency requirements

Sewer Rates:

- Amends the sewer rates for co-living housing at 0.5 unit for calculating sewer connections

Permitting Type Table Update:

- Adds small scale commercial uses as either a Type 2 Permit for minor uses or Type 3 Permit for major uses; Small updates for consistency with other amendments





CITY OF STANWOOD

Planning for Housing Land Division and Adjustment Ordinance



CITY OF STANWOOD

MUNICIPAL CODE UPDATE

Land Division and Adjustment Ordinance



Why?

Purpose: Build in development flexibility during the platting process to support encourage the development of diverse housing while:

- **Preserve Site Characteristics**: Unique features such as wetlands, mature trees, and challenging topographies can be more easily integrated into designs.
- **Avoid Monotony**: Flexible lot layouts encourage varied housing styles and configurations, mitigating the repetitive appearance often associated with suburban subdivisions.
- **Support Housing Diversity**: A mix of lot sizes accommodates a broader range of housing types, making neighborhoods more inclusive and vibrant.



Land Division and Adjustment Ordinance

What is included?



Title 16, Subdivisions is being repealed; and New Unified Development Code, Title 18. New Part 4, Land Divisions and Adjustments includes:

- Chapter 18.400 – General Provisions
- Chapter 18.402 – Standards for Land Division and Adjustments
- Chapter 18.404 – Subdivision Process
- Chapter 18.406 – Lot Split Process
- Chapter 18.408 – Binding Site Plan Process
- Chapter 18.410 – Boundary Line Adjustment Process
- Chapter 18.412 – Site Improvements

Other Amendments Include:

- Moving and adding definitions to Title 18
- Updating the permit type table to reflect new subdivision types
- Updating the permit chapter with requirements for bonds and securities
- Relocating and revising the recreation and open space chapter in Title 17 to coincide with subdivision amendments



Land Division and Adjustment Ordinance



Definitions

New and Moved Definitions – Title 17, Zoning to Title 18, Unified Development Code

Binding Site Plan	Lot Split (New)
Boundary Line Adjustment	Lot Split Survey (New)
Cluster Development	Lot, Unit (New)
Declaration of Short Subdivisions	Plat; Preliminary Plat and Final Plat
Dedication	Preliminary Approval (New)
Deed	Private Road (New)
Density (New)	Public Street (New)
Density, Gross / Gross Density	Right of Way
Density, Net / Net Density (New)	Short Plat
Easement	Sidewalk (New)
Final Approval	Street Line (New)
Homeowners Association (New)	Subdivision; Short and Long Subdivision
Lot	Tract
Lot Area, Lot Depth (New)	Unit Lot Subdivision (New)
Lot, Parent (New)	Utilities Easements (New)
Lot of Record (New)	Zero Lot Line Home



Land Division and Adjustment Ordinance

Application, Permits and Lot Development



Applications:

- Added Lot Split Subdivisions as a Type I Permit (SMC 18.230)
- Added Unit Lot Subdivisions as a Type II Permit (SMC 18.230)

Lot Size Development Flexibility:

- Existing underlying gross density remains unchanged
- For subdivisions of 10 lots or more, at ***least three (3) distinct lot size categories*** shall be provided, with each category representing a difference of at least 10% variation from the average lot size.
- Lots of varying sizes shall be ***distributed throughout the subdivision*** in a pattern that avoids clustering of identical lot sizes.
- 4,000 sf lot size averaging is allowed

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-RES	TN-MU	DMU	NB	GC	PI ³	GI	PF
Maximum Density Dwelling units per gross acre	5	6	8	10	20	20	20	20	N/A	No limit	35%	N/a	N/A
Minimum Lot Area Square Feet	5,000 for detached units			3,000 for detached units			3,000	3,000	6,000	10,000	20,000	1 acre	5,000
	1,500 for attached units (Such as Duplexes and Townhouses)												
Minimum Lot Width Feet	25' with at least 10' of variation on adjacent lots						None	None	None	None	None	None	None
Minimum Lot Depth Feet	50						None	None	None	None	None	None	None



Planning For Housing

New Housing Diversity Section (SMC 18.400.045)



Minimum Housing Type Diversity

- (a) For subdivisions creating 10 - 20 dwelling units, a minimum of two (2) different housing types shall be provided.
- (b) For subdivisions creating 21 or more dwelling units, a minimum of three (3) different housing types shall be provided.

Housing Type Definitions: Housing types may include, but are not limited to:

- (a) Detached single-family dwellings (standard or small-lot)
- (b) Cottage housing units
- (c) Duplexes
- (d) Townhouses, Maximum of three attached units per building

Minimum Percentage Requirements

- (a) No single housing type may comprise more than 60 percent of the total units in the subdivision.
- (b) Each housing type must represent at least 10 percent of the total unit count.

Distribution and Integration

- (a) Housing types shall be distributed throughout the subdivision in a manner that avoids clustering of a single type in isolated areas.



Land Division and Adjustment Ordinance

Open Space Requirements



Inconsistency and Confusion with Current Open Space Requirements:

- Zoning Code: Based On Square Footage Per Number Of Bedrooms Per Unit

Square Footage: SFR = 110 sf / Occupancy and MF / Townhouse = 50 sf / Occupancy

Existing City Code Bedrooms / Unit Occupancy		Actual City Occupancy Statistics WA Office of Financial Management	
		Conflicting Data	
1-Bedroom	2	Detached SFR	2.94
2-Bedroom	3.5	Duplex or Townhouse	1.75
3-Bedroom	4.5	3 / 4 Unit Attached Townhouse	2.4
4+ Bedrooms	5.5	5+ MF	1.97

- PRD Standards: 10% of Gross Lot Area
- TN Zoning: 0.5 Acres / Every 10 Acres



Inconsistent Standards for Similar Development Types



Land Division and Adjustment Ordinance

Open Space Requirements



Issues with Current Code:

Confusing; Inconsistent Requirements; Requirements Not Based On Actual City Data;
Focus on Large Scale Recreational Uses Vs Open Space; Not Achieving Desired Goal

Proposed New Approach:

- Standardized Based On Subdivision Type; Not Unit Type
- Critical Areas not counted towards the open space
- Adds Small Amount of Open Space to Short Plats
- Allows for Open Space or Recreational Space
Proportional to Development Size
- Single or Multiple Tracts; Min Size = 4,000 sf

Subdivision Type	Open Space Requirements	
	Minimum Percentage of Gross Area	Required Ratio of Passive to Active Open Space
Unit Lot Subdivision	Zero	N/A
Lot Split	Zero	N/A
Subdivision up to 9 lots	3%	Combination of passive and active open space allowed
Subdivision 10 or more lots	5%	At least 50% must be active open space



Land Division and Adjustment Ordinance

Model Homes



Allows the construction of homes in a new subdivision or development before the completion of all infrastructure or final plat approval.

- 4 units per plat or development
- Installation of roads, utilities, and safety measures before allowing the public access into the home
- Follow the standard permitting process
- Ensure building complies with zoning standards
- Require bonding



Land Division and Adjustment Ordinance

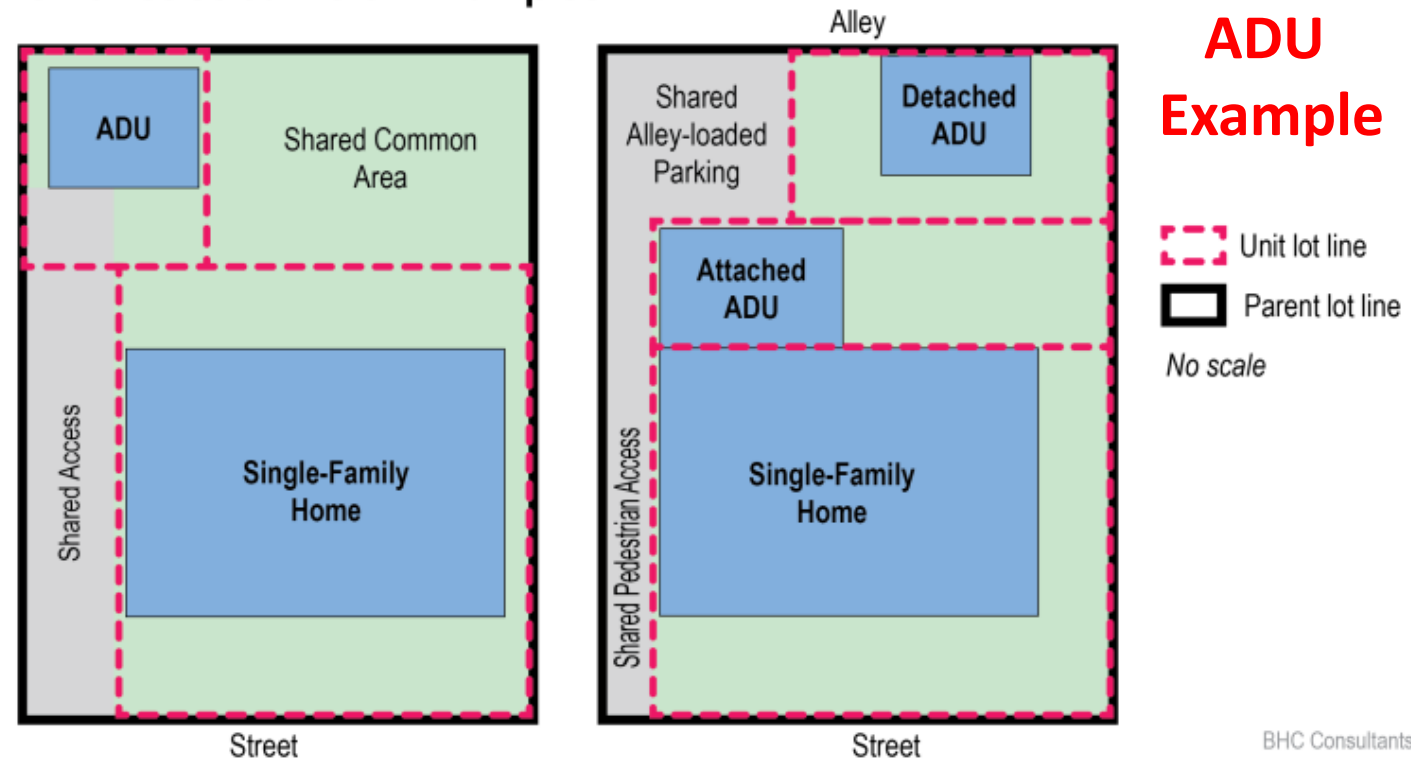
Unit Lot Subdivisions



Unit Lot - New Subdivision Type:

- Up to 3 Units
- A unit lot subdivision is a type of land division that allows for the **creation of smaller, individual lots within a larger lot.**
- The “Parent Lot” must meet the underlying zoning.
- Applies to **ADU’s, townhouses, condominiums, or other multi-unit** residential projects

Unit Lot Subdivision Examples



This approach facilitates the sale of individual units while maintaining shared ownership or responsibility for common areas, utilities, and infrastructure.



Planning For Housing

Restricts ULS without An Associated Development



A **Unit Lot Subdivision (ULS)** is defined as the division of a single parent lot into two or three unit lots. This process is intended solely to facilitate the creation of unit lots that function as part of an integrated development and is not a mechanism to bypass the standard subdivision process. To ensure the ULS process is applied the following amendment is proposed.

NEW: 18.402.100 Unit Lot Subdivision Standards

Applicability. This section applies to the creation of unit lots, for the purpose of sale or lease, from a legally established parent lot.

Unit Lot Subdivision application shall be submitted and reviewed concurrently with the associated development application, such as a site plan or building permit, that establishes the overall project design.

The ULS shall not be reviewed or approved independently from its parent development.

The ULS process shall not be used as a stand-alone means to create buildable lots where no unified development proposal exists.



Land Division and Adjustment Ordinance

Split Lot Subdivisions

Split Lot - New Subdivision Type:

- Infill Lots Only
- Limit to 2 Lot subdivisions
- Frontage Improvement Requirements Delayed to Building Permit
- No Park / Open Space Requirements
- Drainage and Utility Connections Managed with House Construction
- Lot Size Averaging is Not Allowed



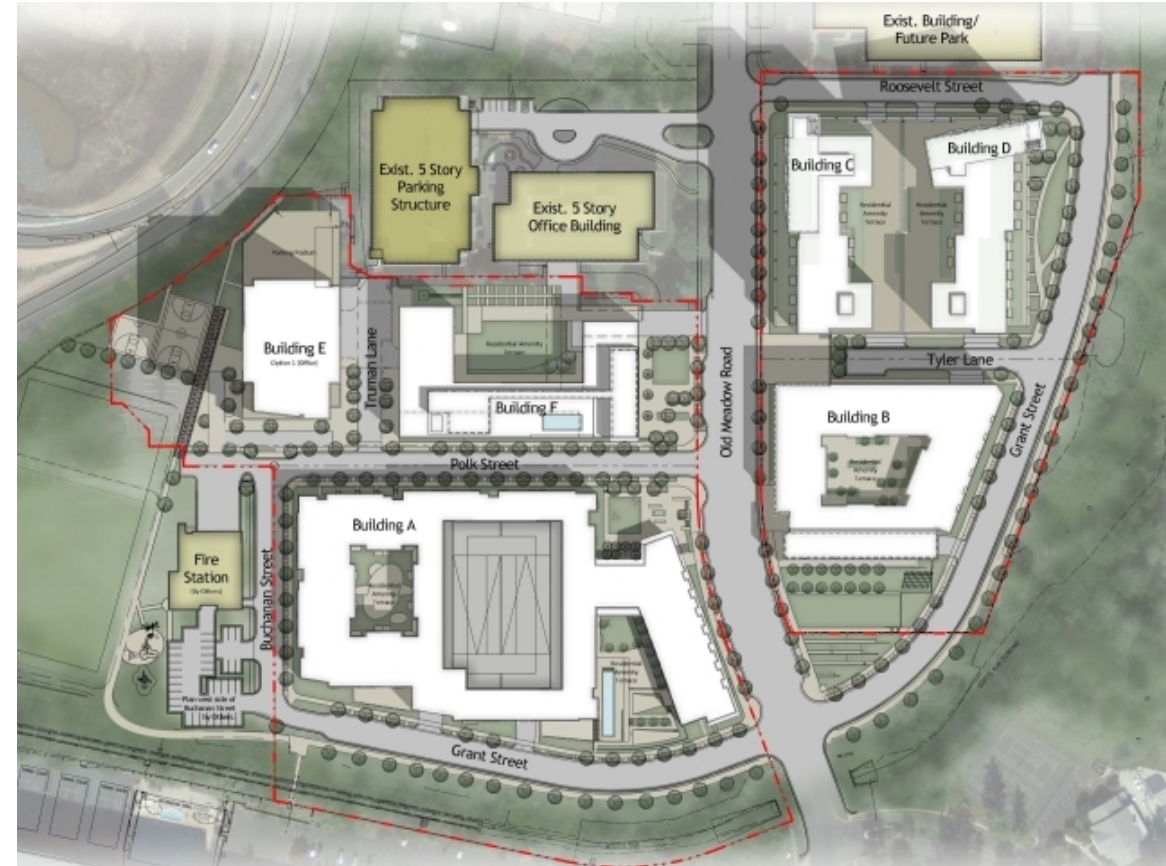
Land Division and Adjustment Ordinance

Binding Site Plans



A Binding Site Plan (BSP):

- Subdivision of commercial, industrial, or condominium properties
- Includes shared infrastructure, common facilities, access and utility easements
- Can be recorded prior to installation of site infrastructure
- Commonly used when development is intended for lease, sale, or condominium ownership
- Requires full compliance with zoning regulations
- Installation of infrastructure is delayed until project construction or building occupancy



Google Graphic Example



Land Division and Adjustment Ordinance

Cottage Housing



Cottage Developments –Existing Code:

- Small Houses: 1,500 sf or Less
- 10 Units / Acre
- Centered on Common Green Space
- Attached or Detached Garages
- Target Audience: Downsizers, Retirees, Singles
- Relocated to Title 18



Graphic Source: City of Milwaukie and Cascadia Partners



Land Division and Adjustment Ordinance

Zero Lot Lines



Zero Lot Lines – New Subdivision Type:

- Structures May Be Built Directly On One Or More Property Lines
- Applies Only To Duplex Or Townhouses
- Provides Alternative Housing Choices
- Currently Allowed In Many Jurisdictions

Does **NOT** apply to detached SFR:

- Detached SFR = Standard Bulk / Setback Standards
- SFR Flexibility:
 - Include Cottage Housing Option
 - Lot Size Averaging Option



Land Division and Adjustment Ordinance

Subdivision Process



Establishes Clear, Concise Subdivision Process and Requirements:

1. Preliminary Plat Application and Approval – Application submittal
2. Civil Plan Submittal and Approval –Detailed engineering plans
3. Site Construction of Infrastructure –Construction of infrastructure
4. Construction of Buildings – Record plat and build homes





CITY OF STANWOOD

Planning for Housing Street and Utility Standards Update



Street and Utility Standards Ordinance

Overview



Objective: Support missing middle housing infill and new subdivision options

- Existing standards designed around large, suburban style subdivisions of the 1970's and 1980's
- Creates barriers to infill development and compact housing options

Standards: Creating new and updated standards to complement housing and subdivision options

- Ally – New Cross Section
- New Shared Driveway – Serve Up To 3 Units; Services Split Lots Or Unit Lot Subdivisions
- Updated Private Road – Serve Up To 9 Units Versus Old 4 Lot Standard
- New Private Drive Isle – Serves Multifamily, Mixed-use, Commercial And Industrial Site Developments
- Updated Fire Turn Arounds – Cul-De-Sac, “Y”, Hammerhead, and “T” Options
- Public Road Standards – Increased Sidewalk Width
- New Bus Pad – Added Community Transit’s Bus Pad Requirements (Requirements Needed for Bus Shelters)
- General Text Amendments Addressing: Materials, Equipment, Specifications and Maintenance

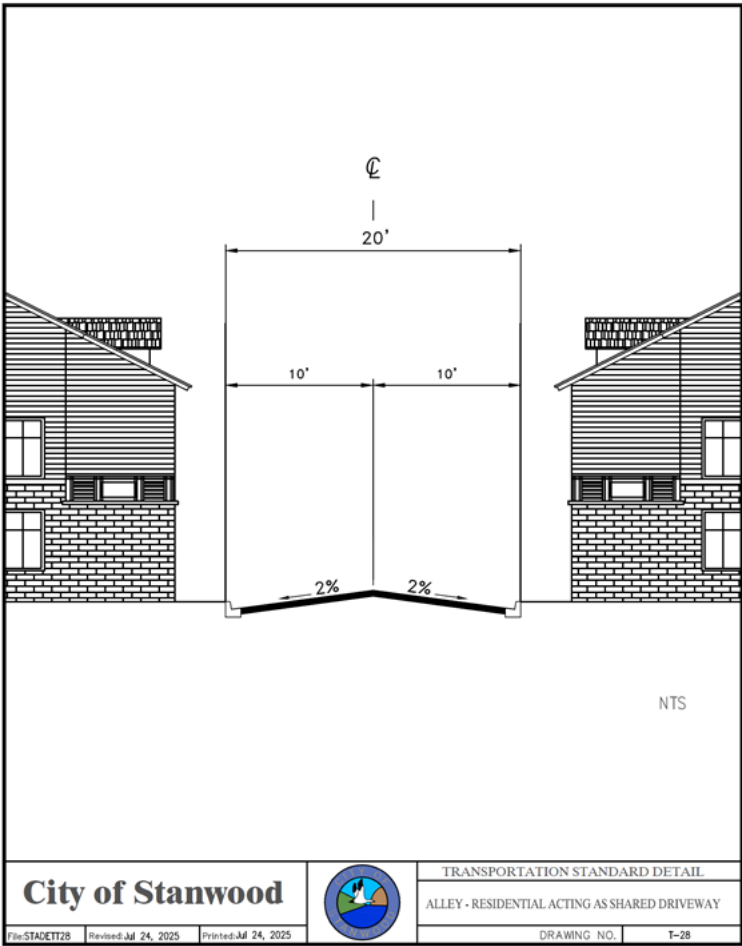


Street and Utility Standards Ordinance

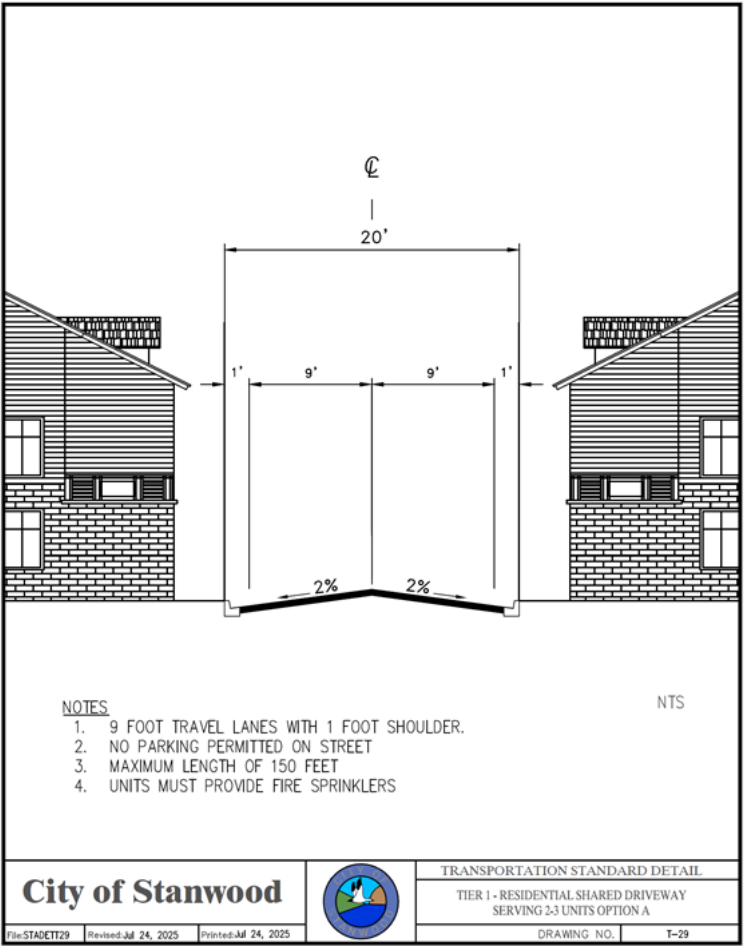
New Private Roadway Standards



Alley
20' ROW
10' Travel Lanes
Secondary Access



Shared Driveway
Up To 3 – Units
20' ROW
9' Travel Lanes
Maximum Length = 150'
Sprinklers Required

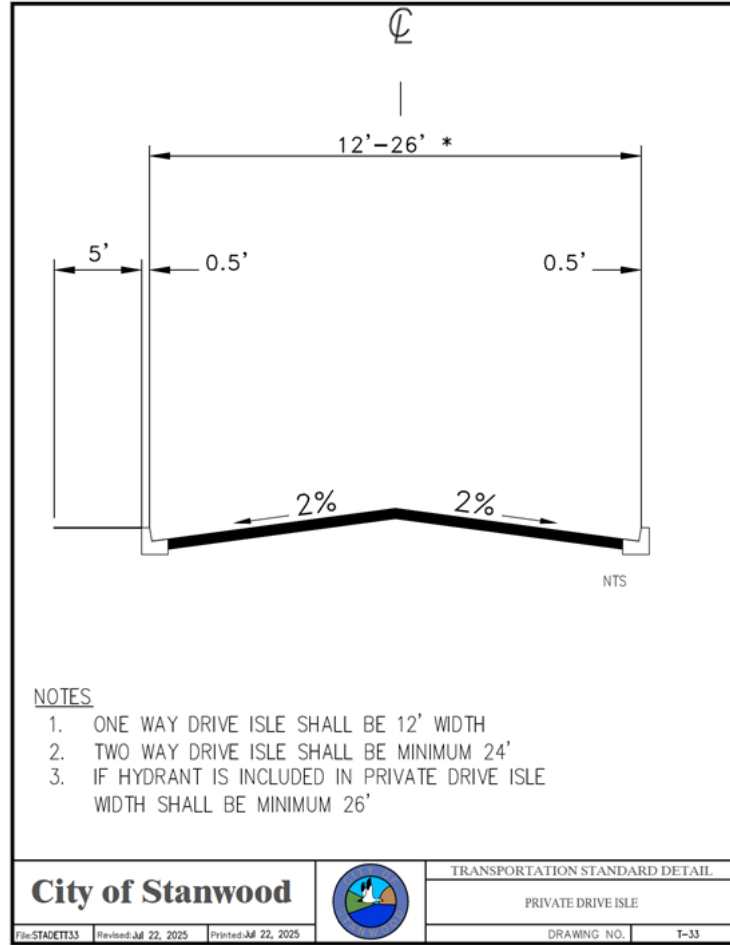
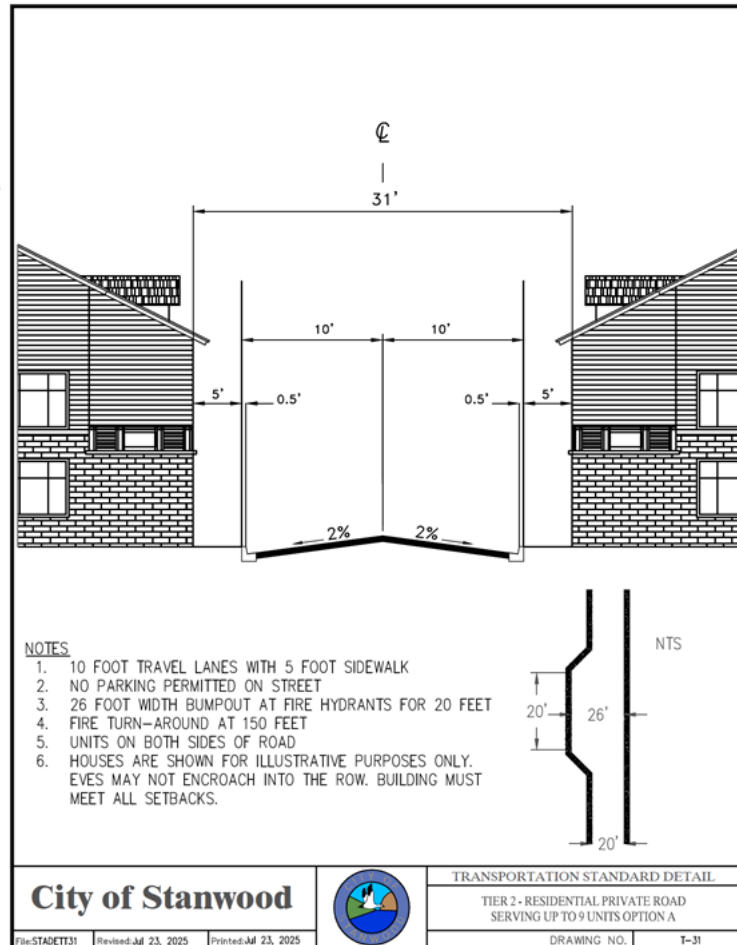


Street and Utility Standards Ordinance

New Private Roadway Standards



Private Road
Up To 9 Units
31' ROW
2–10-foot travel lanes
5-foot sidewalks



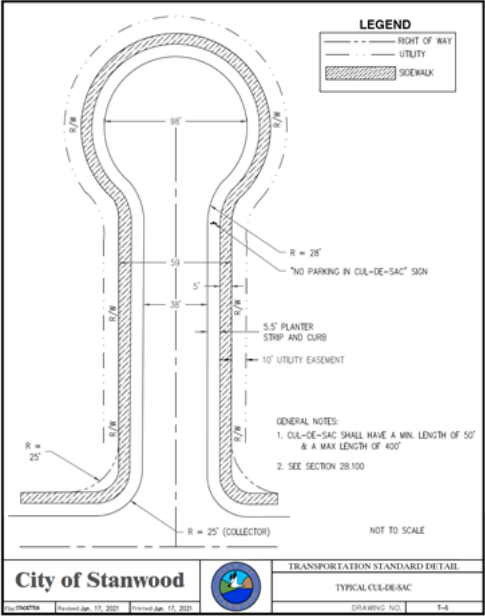
Shared Drive Isle
Commercial
Multi-Family
Mixed-Use
Industrial

Varied ROW
One-Way = 12'
Two-Way = 24'
Fire Lane = 26'
5' Sidewalk on One Side

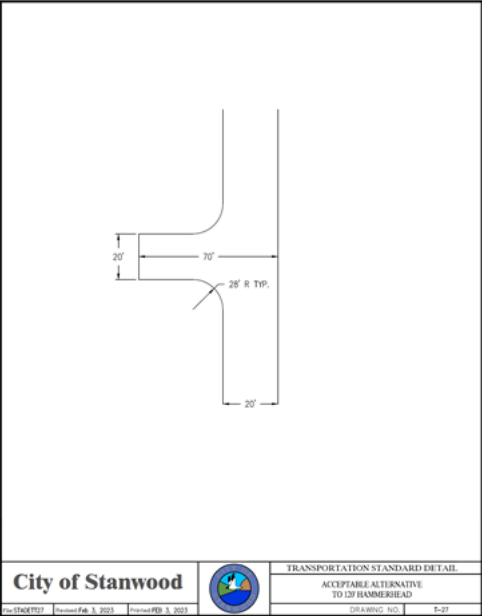


Street and Utility Standards Ordinance

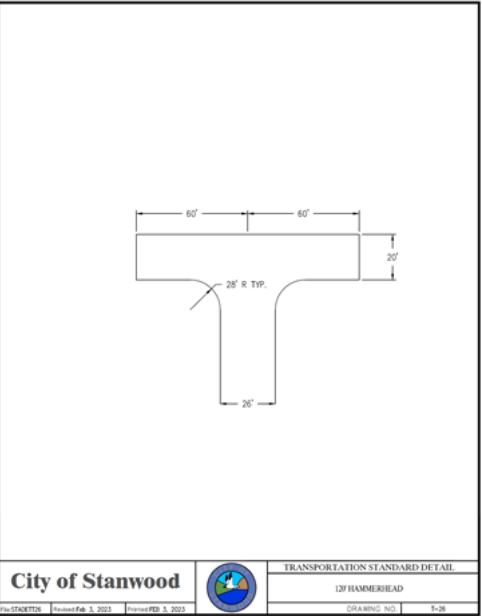
Fire Turn Around Options



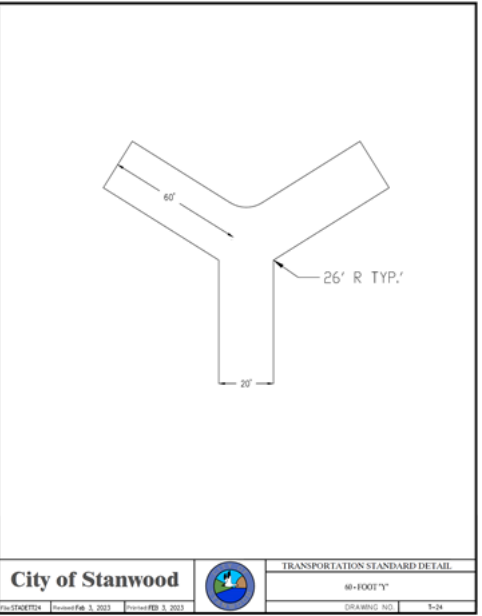
Cul-De-Sac



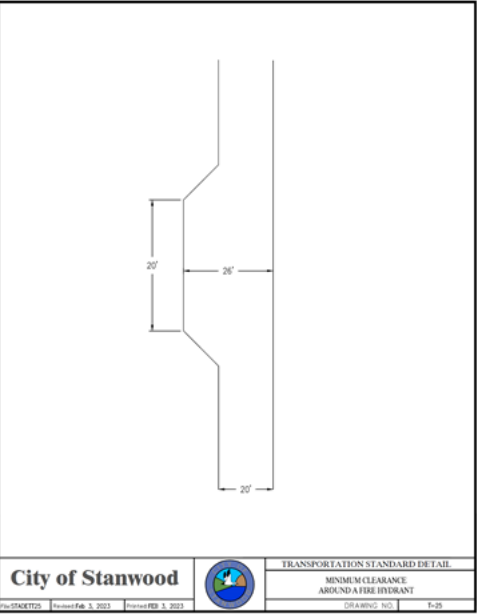
Hammerhead



“T” Turnaround



“Y” Turnaround



Fire Hydrant Bump Out



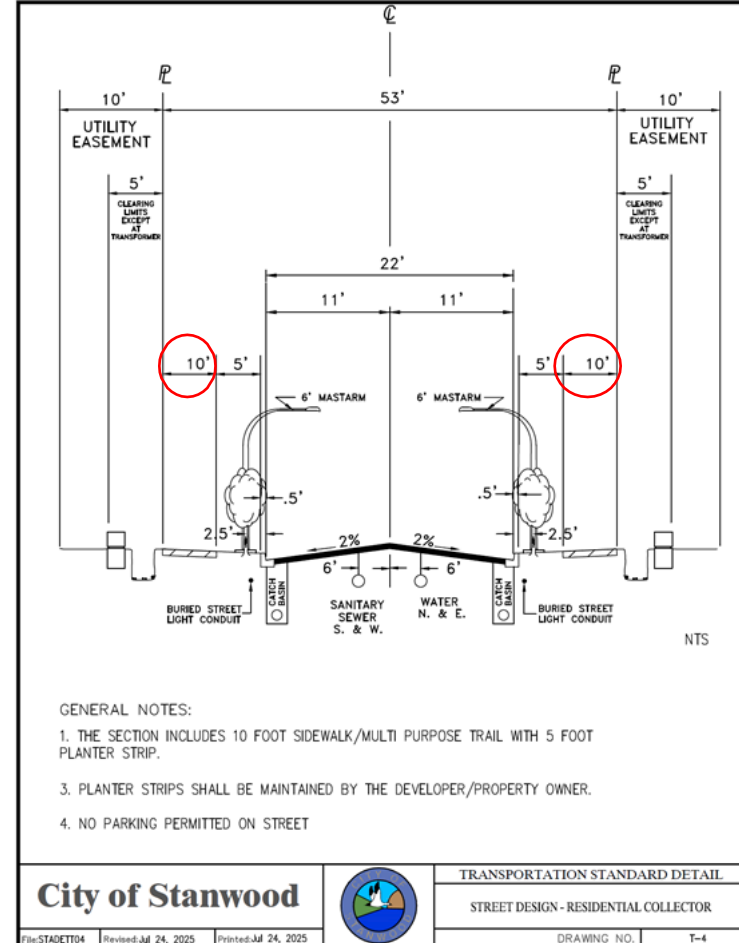
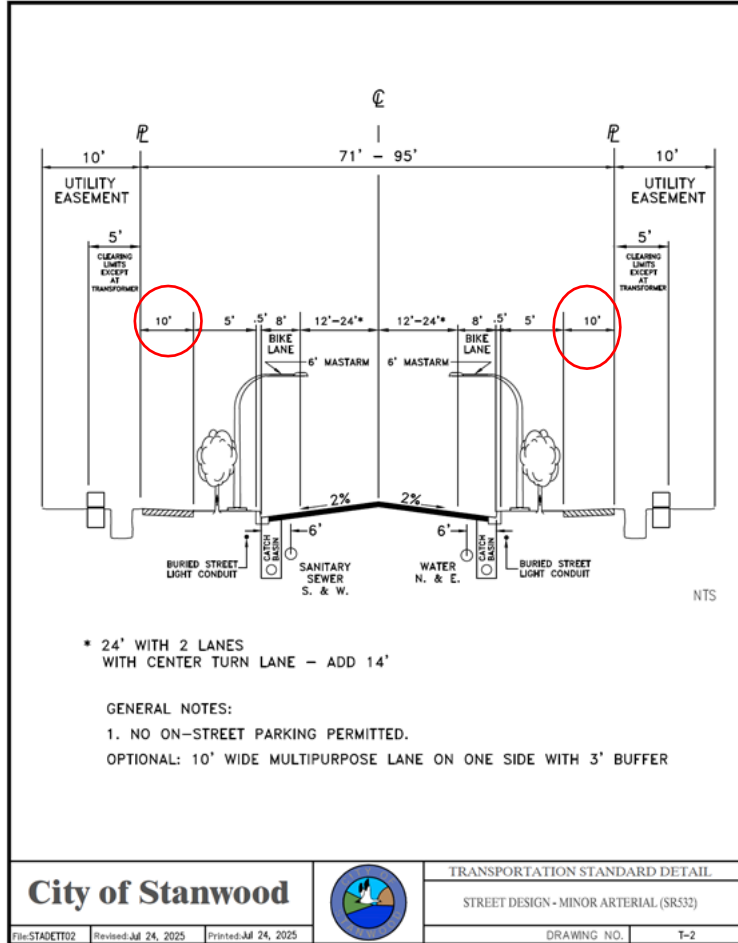
Street and Utility Standards Ordinance

Public Roads – 10' Sidewalks



SR 532
Minor Arterial

Increased
Sidewalk to 10'



Residential Collector:
80th, 284th, 64th, 72nd,
276th, 272nd, Pioneer
Hwy, 267th

Increased Sidewalk
To 10'



Street and Utility Standards Ordinance

General Amendments



Objective: Targeted Updates Needed to Modernize Standards

- Adopting *new construction materials* and infrastructure *technologies* have occurred over the past decade;
- Incorporation of state law requirements for roadway access and utility connections related to *accessory dwelling units* (ADUs);
- Update sewer and water *material specifications and equipment* to improve system efficiency and operational performance;
- *Remove outdated references* to certain materials and equipment;
- *Standardize* water and sewer *infrastructure* systems and materials to increased cost efficiency by minimizing the variety of spare parts needed for maintenance and repairs; and
- Adopt *new maintenance standards* to ensure the long-term functionality of public infrastructure and to protect the City's water and sewer treatment plant from damage resulting from neglect or poor upkeep.



Next Steps:

- Additional Questions: Email, 1:1 Meetings, Other
- Public Hearing and First Reading: October 9, 2025
- Second Reading and Adoption: October 23, 2025
- Optional Third Reading and Adoption: November 13, 2025



Stanwood Municipal Code Update Project
Missing Middle and Land Development Code Amendment Summary
Planning Commission Recommendation Version

Overview

The Growth Management Act (GMA) requires all cities and counties to adopt development regulations consistent with their Comprehensive Plans. In September of 2024 the Stanwood City Council adopted the 2024-2044 Comprehensive Plan that encourages and supports adding missing middle housing in the community.

During the 2023 and 2024 Legislative Sessions, Washington State legislators passed several new laws governing housing. These laws were enacted in response to the Washington State housing crisis declared by Governor and are intended to promote housing production and affordability. These laws include:

Law	Topic
HB 1042 (RCW 35A.21)	Allow additional housing units in existing buildings.
HB 1337 (RCW 36.70A.680 / 681 - GMA)	Allow two Accessory Dwelling units per lot.
RCW 36.70A. 130 (GMA)	Directs local governments to plan for and accommodate housing affordable to all economic segments of the population, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
HB 1220 (RCW 35A.21.430)	Provide emergency shelters, transitional housing, emergency housing, and permanent supportive housing.
HB 1998 (RCW 36.70A.535 – GMA)	Allow co-living housing units in zones that allow 6 or more units per acre.
HB 5258 (RCW 58.17.060)	Allow unit lot subdivisions to facilitate the sale of missing middle housing or accessory dwelling units on fee simple lots.

In 2025 the City initiated a code amendment process to amend its land use and subdivision standards to integrate "missing middle" housing types—such as duplexes, triplexes, townhomes, and cottage housing into its land use code. The overarching goal of these amendments is to promote development flexibility that thoughtfully balances environmental stewardship with the need to provide housing options for a range of income levels.

The amendments provide a new approach to land development in Stanwood that emphasizes flexibility over rigid standards. Specifically, the proposed amendments recommend removing traditional bulk regulations, such as strict lot sizes, width, depth, and other dimensional requirements, in favor of a more adaptable framework that encourages creative site design and responds to market demand.

Key components of the proposed amendments include:

- **Missing Middle Housing:** Update the permitted use matrix with missing middle housing and STEP (Shelters, Transitional, Emergency and Permanent Supportive Housing) housing types.
- **Flexible Subdivision Design:** Developers would have the option to pursue alternative subdivision layouts that are better suited to site conditions and housing needs.
- **Reduced Lot Sizes and Setbacks:** While maintaining the city's adopted residential density standards, the amendments would allow smaller lots and reduced setbacks to encourage efficient land use and more housing types.

The following provides a detailed summary of the proposed changes.

Missing Middle Housing Ordinance

The purpose of the Missing Middle Housing Ordinance is to expand the availability and diversity of housing options within the City of Stanwood by allowing a broader range of housing types—such as duplexes, triplexes, townhomes, and cottage housing—within traditionally single-family neighborhoods. This ordinance aims to accommodate the varied needs of all household types and income levels, ensuring that housing opportunities are accessible, inclusive, and equitable.

This initiative supports and implements the goals and policies outlined in the City’s 2024-2044 Comprehensive Plan and complies with the requirements of the Washington State Growth Management Act (GMA).

To achieve full compliance with state law regarding missing middle housing, several sections of the Municipal Code must be amended. Due to the ongoing transition associated with the Municipal Code Update project, most of these amendments are currently being made within the existing Title 17, Zoning. Upon completion of the Municipal Code Update project, all relevant code sections will be fully transitioned into Title 18, UDC.

Amendments include:

- Chapter 17.20 – Definitions
- Chapter 17.25 – General Provisions
- Chapter 17.30 – Permitted Uses
- Chapter 17.60 – Zoning Tables (Bulk Standards)
- Chapter 17.95 – Residential Performance Standards
- Chapter 17.100 – Nonresidential Performance Standards
- Chapter 17.105 – Parking
- Chapter 17.148 – Concurrency
- Chapter 12.04 – Utility Rates
- Chapter 18.230 – Review Types

Definitions:

New and moved definitions are shown below. Newly added definitions are marked by (New) or (Updated).

Accessory Dwelling Unit	Multifamily Dwelling (Updated)
Attached Accessory Dwelling Unit (New)	Permanent Supportive Housing (New)
Detached Accessory Dwelling Unit (New)	Principal Unit(New)
Co-Living Housing (New)	Short Term Rental (New)
Daycare Facility (Updated)	Single Family Dwelling
Drive Isle (New)	Sleeping Unit (New)
Duplex (Updated)	Tandem Parking (New)
Dwelling	Townhouse (Updated)
Dwelling, Multifamily	Transitional Housing (New)
Emergency Housing (New)	
Gross Floor Area (Updated)	
Major Transit Stop (New)	

General Provisions - Housing Units in Existing Buildings:

HB 1042 requires Cities allow the conversion of existing commercial and mixed-use buildings to multi-family housing. If cities do not amend their development regulations, state law will preempt local regulations, and the new provisions will apply. Significant amendments:

- Allow a 50% density increase above what is permitted in the underlying zone if the housing is constructed entirely within the envelope of an existing building, provided that building and energy codes are met;
- Prohibit the imposition of parking standards on the additional dwelling units (however, cities may require retention of existing parking required to satisfy existing residential parking requirements under local law and for any nonresidential uses that remain after new units are added);
- Building permits are required per adopted building codes;
- Commercial uses must be maintained on minor arterials and collectors as identified in the Comprehensive Plan; and
- Buildings must be connected to water and sewer.

Permitted Use Matrix Amendments:

The permitted use matrix of the Stanwood Municipal Code is currently being updated to align with recent changes in state legislation that encourage the development of missing middle housing in residential zones. This amendment is intended to support greater housing diversity and affordability by making it legally permissible to build housing types such as duplexes, triplexes, and accessory dwelling units in areas traditionally reserved for single-family homes. However, it is important to note that while the revised code enables the construction of missing middle housing, it does not impose a requirement to do so. Rather, it provides property owners and developers the option to pursue these types of projects if they choose, thereby expanding housing opportunities without mandating their implementation.

In addition, STAM housing (Strategies and Tactics for Affordable Housing) is being added to the permitted use matrix of the Stanwood Municipal Code to ensure compliance with state law. STAM housing encompasses a range of housing types aimed at addressing urgent and long-term community needs, including emergency shelters, emergency housing, transition housing and permanent supportive housing.

The changes to the permitted use matrix are bolded and underlined with a yellow highlight for easy reading. New housing and use options include:

- Co-Living Housing - State Mandate
- Daycare Home - Updated to Include in TN-Res Zone
- Accessory Dwelling Units – State Mandate

- Cottage Housing –; Missing Middle Housing Option in MR, TN-Res, DMU and GC Zones
- Townhouse – Missing Middle Housing Option in SR 9.6, SR 7.0 SR 5.0, TN-Res, and DMU Zones
- Group Home and Home Occupations – Added to TN-Res and TN-MU Consistent with Other Residential Zones
- Permanent Supportive Housing – State Mandate
- Daycare, Mini – Deleted; Now Covered Under Daycare
- Small Scale Commercial Infill – Corner Stores Allowed in the Uptown Area
- Triplex – Deleted; Considered Townhome
- Live-Work Units – Added to TN-Res and TN-MU Zones
- Transitional Housing – Added to TN-MU Zone
- Daycare Center – Added to PF Zone

As background for some of the proposed changes, state law now requires cities and counties to provide various supportive housing options. The following must be allowed in the City of Stanwood.

Emergency Shelters:

RCW 36.70a.030(15), defined emergency shelter as “a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.”

Transitional Housing:

WAC 458-16-320 defines transitional housing as a facility that provides housing and supportive services to homeless individuals or families for up to two years and whose primary purpose is to enable homeless individuals or families to move into independent living and permanent housing.

Emergency Housing:

RCW 36.70a.030(14), definitions define emergency housing as “temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families.”

WAC 458-16-320 further defines emergency housing as a facility whose primary purpose is to provide temporary or transitional shelter and supportive services to the homeless in general or to a specific population of the homeless for no more than sixty days.

Permanent Supportive Housing:

RCW 36.70a.030(31) defines permanent supportive housing as subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use

lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.

State mandates for siting such facilities include:

- A city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed. RCW 35.21.683
- A city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed. RCW 35.21.683
- A city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed. RCW 35.21.684
- Reasonable occupancy, spacing, and intensity of use requirements may be imposed by ordinance on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety. RCW 35.21.684

Bulk Zoning Standards:

The bulk standards within the Stanwood Municipal Code, which address building setbacks, height, and lot coverage, are being consolidated into a single unified standard consistent with the Planned Residential Development (PRD) standard. This amendment is intended to simplify the code by eliminating the current system, which includes multiple, and at times conflicting, standards based on land use type.

Additionally, the footnotes associated with the bulk standards matrix, which outline various exceptions and modifications, are being reformatted and incorporated into a new table layout. This reorganization is designed to reduce confusion and improve the readability and usability of the code.

As part of the newly structured bulk standards matrix, specific reduced setback provisions are being introduced for a variety of housing types, including accessory dwelling units (ADUs), cottage housing, unit lots, zero lot line developments, and attached housing unit projects. The amendments are closely aligned with proposed changes to the Land Development Code that include lot size reductions, ensuring consistency across development regulations.

Collectively, these changes provide greater design flexibility for residential subdivisions, allowing developers to more effectively plan and utilize space—particularly in areas with environmental constraints or where the preservation of open space is a priority. Additionally, the revised standards help facilitate missing middle housing options that can increase affordability and improve the diversity of housing options available within the community.

The Planning Commission recommended three specific changes:

1. *Eliminate parking in front of multifamily buildings:* The building setback in the MR zone is 20' versus 10' in the DMU and TN-MU zones. This creates the potential for parking between MF buildings and the street. Staff recommended and the Planning Commission agreed to change the front setback in the MR zone to 10' with a footnote restricting parking between the building and street.
2. *Deleted 80 Foot Height Exception of Silos and Grain Elevators:* The existing code allows a building height of 80 feet next to the railroad for feed and fertilize operations with silos and grain elevator structures. This is an outdated code section that was used to accommodate a past use and is no longer needed. This footnote has been deleted.
3. *Building Height Increase for Schools:* The existing 40-foot height limit in the Public Facility zone would not allow the high school building to be built in its current form. A footnote has been added allowing a height exception for public schools. It also includes an additional 10' setback for every 20' of height increase over the base amount. This allows any new public school or buildings to be built to the needed height as determined by the School District, while increasing the building setback to reduce potential size and scale impacts on neighboring properties or the street.

Residential Performance Standards:

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:

- *Minimum number of ADUs per lot:* Two ADUs per lot must be allowed in all GMA urban growth areas, in addition to the principal unit, for lots that meet the minimum lot size required for the principal housing unit. Local regulations must permit ADUs to be attached, detached or a combination of both types. In addition, a conversion of an existing structure, such as a detached garage, must be allowed.

- **Maximum ADU size standard:** Local governments may not require ADUs to be smaller than 1,000 gross square feet in size. The proposed Ordinance includes a 300 square foot minimum unit size and variable maximum unit size based on location of the ADU and lot size:

- Attached ADUs within Existing Structures: An ADU located entirely within an existing primary structure may have a maximum floor area of 1,200 gross square feet.
- Detached ADUs – Lots Less Than 12,400 Square Feet: A detached ADU on a lot with a total lot area of less than 12,400 square feet shall not exceed 1,000 gross square feet in floor area.

Examples of Accessory Dwelling Units (ADUs)

ADUs in blue; main residence in white

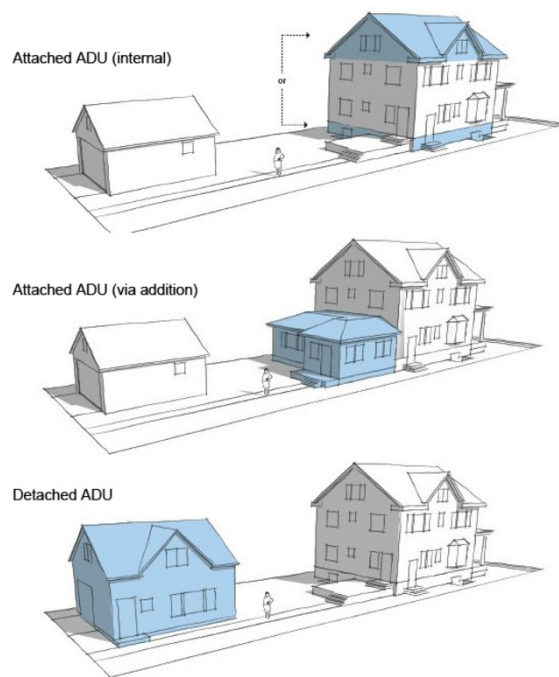


Image credit: City of Saint Paul, MN

- Detached ADUs and Additions – Lots 12,400 Square Feet or Greater: A detached ADU, or an ADU created through an addition to an existing structure, on a lot with a total lot area of 12,400 square feet or greater may have a maximum floor area of 1,200 gross square feet.
- **Dimensional standards:** A local government may not impose setback requirements, yard coverage limits, tree retention mandates, or restrictions on entry door location that are more restrictive than those required for the principal unit.
- **Street improvements:** A local government may not require street improvements as a condition of permitting accessory dwelling units.
- **Owner occupancy:** A local government may not require owner occupancy for a principal unit or ADUs.
- **Condominium sales:** Local governments may not prohibit the sale or other conveyance of a condominium unit independently of a principal unit solely on the grounds that the condominium unit was originally built as an ADU.
- **Design review:** Local governments may not impose aesthetic standards or requirements for design review that are more restrictive for ADUs than those for principal units.

- *Required parking:* There are restrictions on how much on-site parking can be required, with a sliding scale for smaller-sized lots. No on-site parking standards may be applied to ADUs located within a half-mile of a major transit stop.
- *Impact fees:* Impact fees for ADUs are limited to no more than 50% of those assessed to the principal housing unit.
- *Common Interest Communities:* New “Common Interest Communities” (for example, a new subdivision with a homeowner’s association) are prohibited from adopting covenants, conditions, and restrictions (commonly called “CC&Rs”) that would limit the construction of ADUs on any lot. Existing CC&Rs, however, are not impacted by the new law and may remain in effect.

Co-Living Housing:

Co-housing is 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.

State law defines co-housing as:

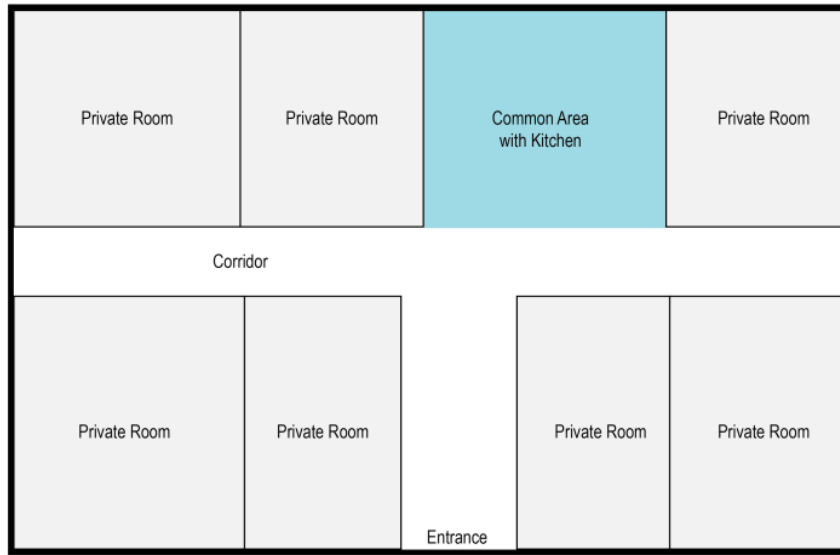
“Co-living housing” means a residential development with sleeping units that are independently rented and lockable and provide living and sleeping space, and residents share kitchen facilities with other sleeping units in the building. Local governments may use other names to refer to co-living housing including, but not limited to, congregate living facilities, single room occupancy, rooming house, boarding house, lodging house, and residential suites.

Mandated regulations include:

- Co-living must be allowed on lots zoned for and can accommodate 6 units per acre or greater;
- Jurisdictions cannot require room dimension standards greater than that required by the state building code:
 - 70 square feet for a bedroom or 50 square feet per occupant;
- Jurisdictions can require max unit sizes;
- Share spaces are required: kitchens, lounges, fitness rooms and/or bathrooms. Only kitchens are required by law;
- The number of required off-street parking stalls is limited to 0.25 spaces per sleeping unit and no parking may be required if within a half mile of a major transit stop;
- Jurisdictions may not require any development standards greater than those required of multifamily housing developments: height, setbacks, permitting procedures, open space, design standards, etc.

Example of Co-Living Footprint: Private Rooms with Shared Kitchen / Common Area

Co-Living Housing



BHC Consultants

Example of Common Areas from Commerce Guidance Document:



Small Uptown Commercial (Corner Stores):

In 2003, the City adopted the Traditional Neighborhood zoning designation, which included provisions to reintroduce the “corner store” concept into the Uptown neighborhood. However, in the more than 20 years since its adoption, development within this zone has been exclusively residential. Despite the original intent, residential builders have not incorporated corner store spaces into their projects.

As part of the 2024–2044 Comprehensive Plan update, the City has adopted new housing policies that call for a reevaluation of Uptown commercial uses—specifically the reintroduction of corner stores. These small-scale commercial spaces play a key role in creating vibrant, walkable neighborhoods by providing residents with convenient access to everyday necessities and services, often within walking distance of home. When integrated thoughtfully alongside missing middle housing types, corner stores contribute to mixed-use environments that blend increased residential density with neighborhood-scale commercial activity, fostering both community interaction and local economic vitality.

The proposed code amendment includes the following “corner store” standards:

Location: A property with direct frontage on the roadways identified in Figure 17.100.085(2), including 284th Street NW, 276th Street NW, 272nd Street NW, 268th Street, 68th Avenue NW, 72nd Avenue NW, 80th Avenue NW, and portions of Pioneer Highway; and be located on a corner property or a property that is a minimum of a half acre.

Uses: Create two permit types – minor and major decisions as follows:

Minor Decision Administrative Permit Approval Type II with Public Notice Maximum Floor Area of 3,000 square feet	Major Decision Public Hearing Permit Review Process Type III with Hearing Examiner Hearing Maximum Floor Area of 5,000 square feet
Indoor Animal Grooming Healthcare Office, Single Practitioner Live-Work Units Retail Shop/Boutique Salon	Café/Bistro Coffee Shop/Bakery Grocery Preschool Professional Office

Standards:

- Architectural design – street oriented, transparent windows, size and scale of residential zoning, landscaping
- Parking – no backing out onto street, no parking in front of building
- Uses – no drive through businesses
- Hours of Operation – 7 am to 10 pm
- Neighborhood Compatibility – restrictions on odors and noise; alternative impact study allowed if requested
- Signage – limits on size, type and illumination
- Maintenance – on-going requirement to maintain building and property exterior

Parking:

Amends the residential parking stall dimensions as required by state law: 8 x 18 per RCW 36.70A.622.

Adds Co-Living parking ratio at 0.25 stalls per sleeping unit per RCW 36.70A.535.

Concurrency:

Exempts residential units within an existing building from transportation concurrency requirements per RCW 35A.21.440.

Sewer Rates:

Amends the sewer rates for co-living housing at 0.5 unit for calculating sewer connections per RCW 36.70A.535.

Permitting Type Table Update:

Updates the permit use table (SMC 18.230.020-1) adds small scale commercial uses as either a Type 2 for minor uses or Type 3 for major uses.

Land Division Ordinance

Development flexibility during the platting process provides numerous benefits for developers, municipalities, and future property owners. Both the Comprehensive Plan and Housing Action Plan support the use of adaptable regulations to support diverse housing needs and sustainable development, all while maintaining the planned density. Lot and dimension flexibility can:

- *Preserve Site Characteristics*: Unique features such as wetlands, mature trees, and challenging topographies can be more easily integrated into designs.
- *Avoid Monotony*: Flexible lot layouts encourage varied housing styles and configurations, mitigating the repetitive appearance often associated with suburban subdivisions.
- *Support Housing Diversity*: A mix of lot sizes accommodates a broader range of housing types, making neighborhoods more inclusive and vibrant.

Aligning lot flexibility with existing density goals fosters efficient land use, protects natural resources, and creates communities that reflect both local character and planning vision. The following design approaches were integrated into the new Land Division and Amendments code to achieve design flexibility while maintaining overall density:

General Amendments

Title 16, Subdivisions is being repealed in its entirety and being relocated into the Unified Development Code, Title 18. New Part 4, Land Divisions and Adjustments includes:

- Chapter 18.400 – General Provisions
- Chapter 18.402 – Standards for Land Division and Adjustments
- Chapter 18.404 – Subdivision Process
- Chapter 18.406 – Lot Split Process
- Chapter 18.408 – Binding Site Plan Process
- Chapter 18.410 – Boundary Line Adjustment Process
- Chapter 18.412 – Site Improvements

Along with the relocation and revisions to land division standards, several additional amendments are needed to provide clarity and eliminate potential code conflicts. These changes include:

- Moving and adding definitions to Title 18
- Updating the permit type table to reflect new subdivision types
- Updating the permit chapter with an updated section on bonds and securities
- Relocating and revising the recreation and open space chapter in Title 17 to coincide with subdivision amendments

Definitions:

New and moved definitions are shown below. Newly added definitions are marked by (New).

Binding Site Plan	Lot Split (New)
Boundary Line Adjustment	Lot Split Survey (New)
Cluster Development	Lot, Unit (New)
Declaration of Short Subdivisions	Plat; Preliminary Plat and Final Plat
Dedication	Preliminary Approval (New)
Deed	Private Road (New)
Density (New)	Public Street (New)
Density, Gross / Gross Density	Right of Way
Density, Net / Net Density (New)	Short Plat
Easement	Sidewalk (New)
Final Approval	Street Line (New)
Homeowners Association (New)	Subdivision; Short and Long Subdivision
Lot	Tract
Lot Area, Lot Depth (New)	Unit Lot Subdivision (New)
Lot, Parent (New)	Utilities Easements (New)
Lot of Record (New)	Zero Lot Line Home

Applications and Permits:

- Added Lot Split Subdivisions as a Type I Permit (SMC 18.230)
- Added Unit Lot Subdivisions as a Type II Permit (SMC 18.230)
- Relocated Bonds, Security and Other Assurance Devices section from Title 16 to the permit procedures section (SMC 18.310)
- Minor text amendments to ensure the application and permit sections match revisions to the land division code.

Lot Development – Bulk Standards:

Relocating the lot development standards from Title 17, Zoning, to the Land Division section of the Unified Development Code as this section more directly governs lot development rather than zoning regulations. Lot sizes and dimensions have been modified to provide development flexibility that accommodates variations in land characteristics, while maintaining the underlying density standards.

- 5,000 square foot minimum lot size in the SR 12.4, SR 9.6 and SR 7.0 zones
- 3,000 square foot minimum lot size in the SR 5.0, MR and TN zones
- 1,500 square foot minimum lot size for attached residential units
- Existing underlying gross density remains unchanged; however with the new flexibility provided the overall net density may increase from existing conditions
- Lot width and depth is based on ratios verses strict dimensions
- To provide additional flexibility, new lot size averaging is allow with a minimum of 4,000 square foot lots

The draft Missing Middle Housing and Land Development Codes were developed with the intent of providing greater flexibility in site development while maintaining the underlying zoning density. This approach is intended to encourage a more diverse housing stock to serve a range of people in various life stages. However, the Planning Commission expressed concern that, without specific requirements to introduce variation, new subdivisions may continue to exhibit a uniform or “cookie cutter” appearance.

To address this concern, the draft bulk standards was modified to eliminate the lot width to depth ratios and require variation in lot width to create variety in lot sizes. These standards would not eliminate flexibility but would ensure that developments achieve a visually interesting and context-sensitive built environment.

Table 18.402.040-1 Bulk Standards – Density and Lot Dimensions

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-RES	TN-MU	DMU	NB	GC	PI ³	GI	PF
Maximum Density Dwelling units per gross acre	5	6	8	10	20	20	20	20	N/A	No limit	35%	N/a	N/A
Minimum Lot Area Square Feet	5,000 for detached units			3,000 for detached units			3,000	3,000	6,000	10,000	20,000	1 acre	5,000
	1,500 for attached units (Such as Duplexes and Townhouses)												
Minimum Lot Width Feet	25' with at least 10' of variation on adjacent lots						None	None	None	None	None	None	None
Minimum Lot Depth Feet	50						None	None	None	None	None	None	None

- **Lot widths shall not be less than 25 feet. For subdivisions of 10 lots or more, at least three (3) distinct lot size categories shall be provided, with each category representing a difference of at least ten (10) percent from the average lot size in the subdivision.**
- **Lots of varying sizes shall be distributed throughout the subdivision in a pattern that avoids clustering of identical lot sizes.**

Secondly, to promote housing diversity, create visually interesting neighborhoods, and prevent monotony in subdivision design, a new section, **Section 18.400.045, Housing Diversity in Subdivisions**, has been added to the Land Division and Adjustment Code. While the draft Missing Middle Housing Ordinance does not require that middle housing be constructed, there is an opposite concern that subdivisions could be developed exclusively with missing middle housing types. This could alter the established character of existing uptown neighborhoods.

To address this concern, the new section requires that in subdivisions of more than ten (10) lots where missing middle housing is utilized, a mix of unit types must be provided. This ensures the development does not appear as a multifamily complex situated in the middle of a predominantly single-family residential area.

These standards are intended to ensure that new residential developments maintain a high level of design quality, complement neighborhood character, and offer housing

options for residents at various life stages. By pairing the housing type diversity requirement with the lot size variation standards described above, the code addresses both building form and site layout diversity, making the policy more enforceable and less susceptible to loopholes. It also pares well with the Traditional Neighborhood zoning standard of three housing unit types.

18.400.045 Housing Diversity in Subdivisions

(1) Minimum Housing Type Diversity

- (a) For subdivisions creating 10-20 dwelling units, a minimum of two (2) different housing types shall be provided.**
- (b) For subdivisions creating 21 or more dwelling units, a minimum of three (3) different housing types shall be provided.**

(2) Housing Type Definitions: Housing types may include, but are not limited to:

- (c) Detached single-family dwellings (standard or small-lot)**
- (d) Cottage housing units**
- (e) Duplexes**
- (f) Townhouses, Maximum of three attached units per building**

Minimum Percentage Requirements

No single housing type may comprise more than 60 percent of the total units in the subdivision. Each housing type must represent at least 10 percent of the total unit count.

Distribution and Integration

Housing types shall be distributed throughout the subdivision in a manner that avoids clustering of a single type in isolated areas.

Open Space Requirements:

Open space standards previously outlined in Title 17, Zoning, have been relocated to the new Land Division section of the Unified Development Code to better align with the subdivision review process. This shift also reflects a change in emphasis from solely providing recreational facilities to supporting a broader range of passive and active open space.

- Passive open space includes natural areas, trails, and landscaped buffers that preserve the site's environmental features and provide opportunities for low-impact enjoyment.
- Active open space refers to areas designed for more structured activities, such as small sport courts, children's play areas, or similar recreational amenities that enhance community livability.

Amendments include:

- Protection of Critical Areas is not counted towards the open space requirements

- Open space shall be provided as follows:

Subdivision Type	Open Space Requirements	
	Minimum Percentage of Gross Area	Required Ratio of Passive to Active Open Space
Unit Lot Subdivision	Zero	N/A
Lot Split	Zero	N/A
Subdivision of 9 or Fewer Lots	3%	Combination of passive and active open space required
Subdivision of 10 or More Lots	5%	At Least 50% Must Be Active Open Space

- Open space can be provided in a single tract or spread-out throughout the plat in smaller tracts not less than 4,000 square feet in size.

Model Homes:

Developers in Stanwood have requested that the City adopt a model home ordinance which allows the construction of homes in a new subdivision or development before the completion of all infrastructure or 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.

These homes serve as marketing tools, giving potential buyers an opportunity to preview the houses being built, and it also allows the developer to begin constructing houses sooner and thereby reduce some of the carrying costs on the home. Model home provisions:

- Maximum of 4 model homes can be constructed prior to final plat
- Only 1 sales office is allowed
- Bonds must be provided covering the cost of removal and site restoration
- No residential occupancy is allowed until after final plat approval

Unit Lot Subdivisions:

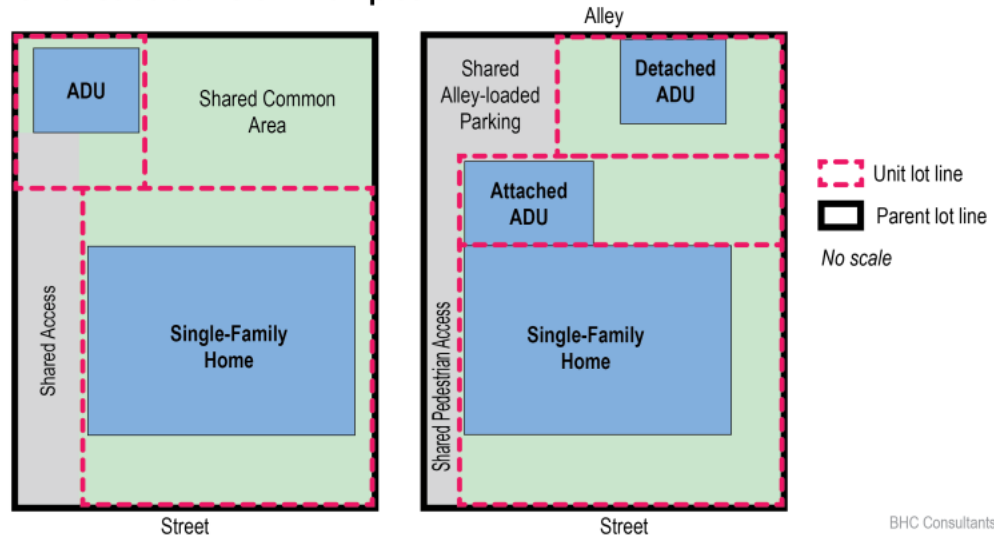
In 2023, the legislature adopted Engrossed Second Substitute Senate Bill (ESSSB) 5258 requiring cities include unit lot subdivisions in their short plat regulations. A unit lot subdivision is a type of land division that allows for the creation of individual lots within a larger development, such as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

The city currently processes land division applications for townhouses through our standard subdivision process, but with the mandate to allow two accessory dwelling units per lot, the unit lot subdivision may become more prevalent.

Under the proposed code, a unit lot subdivision allows the creation of up to three individual lots from a single existing parcel. While each newly created unit lot is not required to independently meet the underlying zoning requirements, the original, or parent, lot must comply with all applicable zoning standards. Access and parking for the unit lots are provided through shared easements, ensuring coordinated use and maintenance of common areas.

The adjacent examples show how unit lot subdivisions could work in Stanwood for segregating accessory dwelling units on their own fee simple or condominium lots.

Unit Lot Subdivision Examples



The *Unit Lot Subdivision (ULS)* process is intended solely to facilitate the creation of unit lots that function as part of an integrated development and is not a mechanism to bypass the standard subdivision process in order to create smaller lots that would otherwise be inconsistent with the dimensional or density requirements of the underlying zoning district.

To ensure the ULS process is applied consistently and in accordance with its intended purpose, the Planning Commission reviewed and recommended following amendment.

18.402.100 Unit Lot Subdivision Standards

Purpose. The purpose of this section is to allow development on individual unit lots to deviate from dimensional standards if the parent lot conforms to all applicable development standards.

Applicability. This section applies to the creation of unit lots, for the purpose of sale or lease, from a legally established parent lot.

- (a) **Unit Lot Subdivision application shall be submitted and reviewed concurrently with the associated development application, such as a site plan or building permit, that establishes the overall project design.**
- (b) **The ULS shall not be reviewed or approved independently from its parent development.**
- (c) **The ULS process shall not be used as a stand-alone means to create buildable lots where no unified development proposal exists.**

Split Lot Subdivisions:

Split lot subdivisions are a simplified form of land division in which a single parcel is divided into two lots, each meeting the underlying zoning requirements for lot size, width, and depth. These types of subdivisions are typically straightforward and intended for modest development or infill situations. While the new lots must meet all applicable zoning standards, requirements for frontage improvements—such as sidewalks, curbs, and gutters—and utility extensions may be deferred until the time of building permit issuance, rather than being required upfront during the land division process. This approach helps streamline the subdivision process while ensuring that necessary infrastructure is ultimately provided.

Examples:

Split Lot Subdivision:

Small – Infill – Subdivisions with Existing Infrastructure

Maximum 2 lots with no new roads or frontage improvements required.

Infrastructure improvements delayed until building permits.

Lot size averaging is not allowed; both lots must meet the minimum lot size requirement of the zone it is located in.



Binding Site Plans

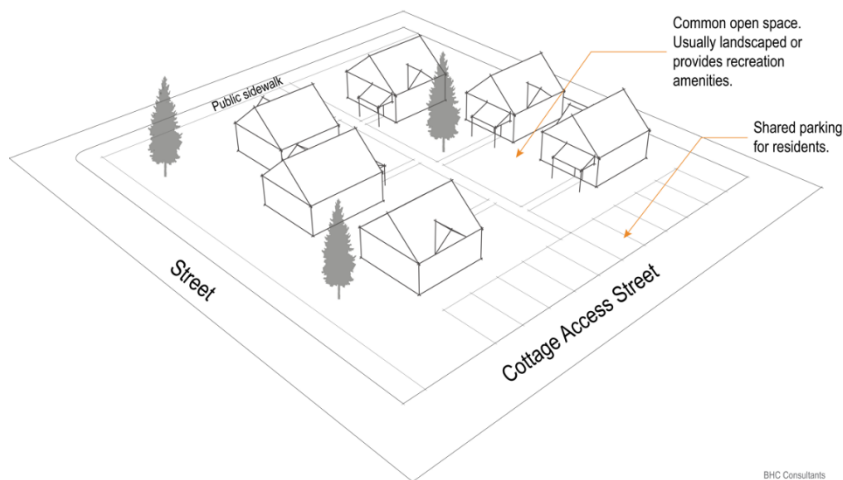
A Binding Site Plan (BSP) is a specialized method of land division used for the subdivision of commercial, industrial, or condominium properties. Rather than creating traditional fee-simple lots through a plat, a BSP establishes legal lot boundaries through a detailed site plan that is reviewed and approved. This process is commonly used when development is intended for lease, sale, or condominium ownership, particularly in projects with shared infrastructure or common facilities.

The Binding Site Plan must demonstrate compliance with zoning regulations, including building setbacks, access, parking, utility service, and other applicable development standards. It allows for the creation of individual lots or units without requiring full subdivision infrastructure improvements upfront, provided those improvements are addressed through the site development process. The recorded BSP document includes easements, maintenance agreements, and access provisions, ensuring coordinated use and long-term functionality of the

site. Once approved and recorded, the BSP serves as the legal basis for conveying ownership or leasing individual lots or units within the development.

Cottage Housing:

Cottage housing is defined in the Stanwood Municipal Code as: “a minimum of four small detached single-family homes located together in a neighborhood format around common open space and intended to provide higher density alternative housing choices for retirees, singles, or smaller families.” The adjacent diagram shows a sample cottage housing layout concept.



Cottages are limited to a maximum of 1,500 square feet of livable space, excluding any garage area. Cottage developments are permitted at a density of up to 10 units per acre and benefit from reduced setbacks and smaller lot dimensions, allowing for more compact and flexible site designs while maintaining a pedestrian-friendly neighborhood character.

Zero Lot Lines:

Zero lot lines are another subdivision option included in the draft code that enhances flexibility in both lot layout and housing types. This development approach allows structures to be built directly on one or more property lines, eliminating traditional side yard setbacks on those sides. As a result, it maximizes the usable area of each lot, enabling more efficient land use and greater design versatility—particularly in compact or infill developments.

The zero lot line development option applies only to duplexes and townhouses. Zero lot line options are needed for attached units to create fee-simple lots. Detached single-family homes must meet the standard subdivision and bulk matrix requirements or follow the cottage housing standards.

Condominiums:

A provision on condominiums has been added to the draft code referencing the requirements of state law – RCW 64.34, Condominium Act. This reference is provided to eliminate ambiguity within city code, ensuring consistency with Washington State regulations governing condominium formation, disclosure, and governance.

Subdivision Process:

New Chapter 18.404 of the draft code outlines the City’s subdivision process in a clear and structured manner, establishing four distinct steps to guide applicants from initial concept to final development. This step-by-step approach provides predictability, transparency, and coordination throughout the subdivision process, regardless of the type of subdivision being proposed, helping ensure high-quality, well-planned developments.

1. Preliminary Plat Application and Approval – This is the initial planning phase where the developer submits a proposed layout of the subdivision. The city reviews it for compliance with zoning, environmental protection, and design standards before granting conditional approval.
2. Civil Plan Submittal and Approval – After the preliminary plat is approved, detailed engineering plans for infrastructure (roads, utilities, stormwater, etc.) are submitted. These are reviewed by city staff to ensure technical accuracy and compliance with development standards.
3. Site Construction of Infrastructure – Once civil plans are approved, the developer begins construction of the subdivision’s infrastructure, such as streets, sidewalks, utilities, and drainage systems.
4. Construction of Buildings – With infrastructure in place, the plat is recorded and individual lots are ready for vertical development, and buildings can be constructed according to approved building permits and codes.



Title 17 Open Space Amendments:

With the relocation of open space requirements for plats to the land division provisions of the Unified Development Code, amendments to Chapter 17.147—Recreation and Open Space Standards—were necessary to maintain clarity and consistency. All provisions specifically related to subdivisions were removed, as those requirements are now fully addressed under the updated subdivision regulations. The remaining sections were revised to focus solely on

multifamily and mixed-use developments, providing targeted guidance that reflects the unique recreational needs of higher-density housing.

Additionally, the list of acceptable recreation facilities was updated to emphasize amenities appropriate to the scale of individual developments—such as small play areas, seating nodes, or rooftop courtyards—rather than larger community-scale facilities like sports fields or regional parks. These changes help ensure that recreational spaces are both practical and well-integrated into the design and function of denser urban living environments.

CITY OF STANWOOD
WASHINGTON
ORDINANCE NO. 1549

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING STANWOOD MUNICIPAL CODE (SMC) TITLE 17, ZONING REGARDING ALLOWING MISSING MIDDLE HOUSING TYPES IN THE CITY OF STANWOOD AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Stanwood has begun a process to comprehensively update its municipal code to conform to current law and practice; and

WHEREAS, the Washington State Legislature found that the state is facing an unprecedented housing crisis for its current population and lacks affordable housing choices; and

WHEREAS, the State Legislature further found that in order to meet the goal of 1,000,000 new homes statewide by 2044, innovative housing policies will need to be adopted to increase housing options that are more affordable to various income levels;

WHEREAS, missing middle and infill housing can provide a wider variety of housing options and configurations to allow Washingtonians to live near where they work; and

WHEREAS, by allowing a variety of housing options in Stanwood, the city can lower the risk of displacement lower income or senior residents; and

WHEREAS, on September 26, 2024, the City Council adopted Ordinance No. 1537, incorporating supportive middle housing policies into the Housing Element of the Comprehensive Plan

WHEREAS, the amendments in this ordinance adopt missing middle housing options and associated land development provisions; and

WHEREAS, this code amendment also eliminates conflicts, improves clarity and overall function of the municipal code, and reflects current city and best practices; and

WHEREAS, pursuant to RCW 36.70A.106, the City submitted the proposed code amendment for the 60-day review to the Washington State Department of Commerce on May 22, 2025. The 60-day review period was completed on July 22, 2025; and

WHEREAS, the code amendment was circulated for public review on May 27, 2025 through June 10, 2025; and

WHEREAS, the City received comments on the draft amendments from the Washington State Department of Commerce and the Master Builders Association of King and Snohomish Counties; and

WHEREAS, their comments have been incorporated into the amendments; and

WHEREAS, a SEPA determination of non-significance for the draft ordinance was issued on May 27, 2025, and the comment / appeal period ended on June 10, 2025; and

WHEREAS, the Stanwood Community Development Committee reviewed the draft ordinance at their August 7, 2025, meeting and has recommended that the City Council adopt the ordinance; and

WHEREAS, the Stanwood Planning Commission held a public hearing on ordinance on August 11, 2025, and forwarded their findings of fact and conclusions recommending to approve the ordinance on September 8, 2025; and

WHEREAS, all persons desiring to either provide written testimony or speak for or against the ordinance were given the opportunity to do so before both the Planning Commission and City Council; and

WHEREAS, the City Council held a public hearing and first reading of the draft code amendment on October 9, 2025, a second reading on October 23, 2025, and accepted public comment; and

WHEREAS, the City Council of Stanwood has authority under RCW 36.70A to adopt plans and regulations related to development and operations within the City of Stanwood; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 17.20 Construction of Language – Definitions of the Stanwood Municipal Code is amended as shown in Exhibit A.

Section 2. Chapter 17.25 General Provisions of the Stanwood Municipal Code is amended as shown in Exhibit B.

Section 3. Chapter 17.30 Permitted Land Uses of the Stanwood Municipal Code is amended as shown in Exhibit C.

Section 4. Chapter 17.60 Zoning Standards Tables of the Stanwood Municipal Code is amended as shown in Exhibit D.

Section 5. Chapter 17.95 Residential Performance Standards of the Stanwood Municipal Code is amended as shown in Exhibit E.

Section 6. Chapter 17.100 Nonresidential Performance Standards of the Stanwood Municipal Code is amended as shown in Exhibit F.

Section 7. Chapter 17.105 Off-street Parking and Loading Standards of the Stanwood Municipal Code is amended as shown in Exhibit G.

Section 8. Section 17.148.040 Transportation Concurrency of the Stanwood Municipal Code is amended as shown in Exhibit H.

Section 9. Section 12.04.020 Sewer System Rates of the Stanwood Municipal Code is amended as shown in Exhibit i.

Section 10. Table 18.230.020-1 Types of Review of the Stanwood Municipal Code is amended as shown in Exhibit J.

Section 11. Findings of Fact and Conclusions. In support of the amendment approved in this Ordinance the Stanwood City Council adopts the Findings of Fact and Conclusions attached hereto as Exhibit K and incorporated herein by reference and the analysis contained in the Staff Report on the amendments.

Section 12. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 13. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 14. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2025.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication:

Effective Date:

EXHIBIT A

Chapter 17.20 Construction Of Language – Definitions.

i Sections from chapter 17.20 that have been amended are included below. Sections or definitions that are not proposed to be amended are not included in this document.

17.20.020 “A” definitions.

i Repealed definition of “accessory dwelling”. Replaced by new definitions for “accessory dwelling unit”, “accessory dwelling unit, attached”, and “accessory dwelling unit, detached.”

“Accessory dwelling unit” or “ADU” means a dwelling unit located on the same lot as a single-family dwelling unit.

Accessory dwelling unit, attached. See “attached accessory dwelling unit”.

Accessory dwelling unit, detached. See “detached accessory dwelling unit”.

“Attached accessory dwelling unit” or “AADU” means an accessory dwelling unit located within or attached to the principal unit.

17.20.030 “B” definitions.

i Removed the definition of “boarding house” because it is included in the definition of “co-living housing” per RCW 36.70A.535 Co-living Housing.

17.20.040 “C” definitions.

i Added the definition of “co-living housing” for compliance with RCW 36.70A.535 Co-living Housing. RCW definition does not address shared or private bathrooms.

“Co-living housing” means a residential development with sleeping units that are independently rented and lockable and that provide living and sleeping space, as well as kitchen facilities that may be shared with other sleeping units in the building.

17.20.050 “D” definitions.

i Updated to remove “mini daycare facility”. Updated “daycare center” to for consistency with state law (RCW 43.216.010). Changed “family daycare home” to “daycare, home” for internal code consistency. Renumbered based on code changes.

Daycare Facility. The following definitions apply to the various daycare facilities allowed in the different zoning districts:

- (1) “Daycare center” means an agency that provides for the care of children under the age of 12 or seniors for periods of less than 24 hours in a facility that is not a “home daycare”.
- (2) “Daycare, home” means a residence used for the care of children under the age of 12 or seniors located in the family dwelling of the person or persons under whose direct care the child or children are placed, accommodating 12 or fewer, such numbers to include those members of the resident family who are under the age of 12 years old. This definition applies regardless of whether the care is provided for compensation.

i Added to comply with state law and to support ADU code changes.

“Detached accessory dwelling unit” or “DADU” means an accessory dwelling unit that consists partly or entirely of a building that is separate and detached from the principal unit.

i Adding definition for “drive aisle” to define existing term in code. Definition was previously missing.

“Drive aisle” means a designated route for vehicular circulation within a parking lot or garage.

i Updated for consistency with State middle housing guidance and to exclude reference to number of families.

“Duplex” means a residential building with two attached dwelling units.

i Updating “multiple-family” to “multifamily” throughout this chapter for consistency with State middle housing guidance, as well as internal consistency.

“Dwelling” means a building or a portion of a building, occupied or intended to be occupied for residential purposes, but not including hotels.

Dwelling, Multifamily. See “Multifamily dwelling.”

17.20.060 “E” definitions.

i Added the definition of “emergency housing” and updated the definition of “emergency shelter” for compliance with RCW 35A.21.430. Definitions are consistent with RCW 36.70A.030.

“Emergency housing” means temporary indoor accommodations for persons or families who are homeless or at imminent risk of becoming homeless. Emergency housing is intended to address the

basic health, food, clothing, and personal hygiene needs of persons or families and may or may not require occupants to enter into a lease or an occupancy agreement.

“Emergency shelter” means a facility that provides a temporary shelter for persons or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.

17.20.070 “F” definitions.

- i** Updated the term “floor area” to “gross floor area”. Moved to SMC 17.20.080. “Gross floor area” is the term used throughout the code.
- i** Removing the term “floor area, usable” because it is not used in the code.

17.20.080 “G” definitions.

- i** Updated the existing term “floor area” to “gross floor area”. “Gross floor area” is the term used throughout the code. This promotes consistency with RCW 36.70A.696(7) for ADUs since GFA needed to be defined and avoids duplicate definitions.

“Gross floor area” means the sum of the gross horizontal areas of all floors of all buildings on a lot, measured from the exterior faces of exterior walls or from the centerline of walls separating two buildings. Floor area must include the area of basements if used for residential, commercial or industrial purposes, but need not include a basement or portion of a basement used for storage or housing of mechanical equipment, or the basement apartment of a custodian in a multifamily dwelling, except that portion of said custodian’s dwelling unit that is in excess of 50% of the total basement area.

17.20.090 “H” definitions.

- i** Removed the definition of “homeless housing” since it is a redundant/umbrella term inclusive of “transitional housing” and “permanent support housing”. Added definitions of “transitional housing” and “permanent support housing” consistent with State law.

17.20.100 “I” definitions.

- i** Removed the definition of “indoor emergency shelters or housing” since it is redundant with definitions for “emergency housing” and “emergency shelters”. Furthermore, “indoor emergency shelters or housing” is not included in any permitted land use table.

17.20.130 “L” definitions.

- i** Removed the definition of “lodging house” because it is included in the definition of “co-living housing” per RCW 36.70A.535 Co-living Housing. Furthermore, “lodging house” is not included in any permitted land use table.

17.20.140 “M” definitions.

- i** Added definition of “major transit stop” for compliance with RCW 36.70A.540 Co-Living Housing. Definition of “major transit stop” does not include Amtrak station.

"Major transit stop" means:

- (1) A stop on a high capacity transportation system funded or expanded under the provisions of chapter 81.104 RCW;
- (2) Commuter rail stops;
- (3) Stops on rail or fixed guideway systems, including transitways, not including Stanwood Station;
- (4) Stops on bus rapid transit routes or routes that run on high occupancy vehicle lanes; or
- (5) Stops for a bus or other transit mode providing actual fixed route service at intervals of at least 15 minutes for at least five hours during the peak hours of operation on weekdays.

- i** Updated “multiple-family” to “multifamily” throughout this chapter for consistency with State middle housing guidance, as well as internal consistency. Removed reference to families.
- i** Defined as 3 or more single households. This may include a triplex, fourplex, etc., but not duplexes or townhouses (attached residential).

“Multifamily dwelling” means a building or a portion of a building used or designed as a residence for three or more single households living independently of each other and each with facilities for living, sleeping, and cooking. This definition includes apartment houses but does not include hotels, trailers, or mobile/manufactured homes.

17.20.150 “N” definitions.

i Removing definition because it is not a term used throughout the code.

17.20.170 “P” definitions.

i Added definition of “permanent supportive housing” for compliance with RCW 35A.21.430. Definitions are consistent with RCW 36.70A.030.

"Permanent supportive housing" means subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy. Permanent supportive housing uses admissions practices designed to lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing. Permanent supportive housing is subject to all of the rights and responsibilities defined in Chapter 59.18 RCW.

i The following definition is new for compliance with ADU legislation (RCW 36.70A.696(7))

"Principal unit" means the single-family dwelling unit located on the same lot as an accessory dwelling unit. Also referred to as the “primary unit.”

17.20.200 “S” definitions.

i This definition is from RCW 64.37.010(9). It was added to more clearly regulate short-term rentals when it comes to accessory dwelling units.

“Short-term rental” means a dwelling, or part of a dwelling, rented to guests for fewer than 30 consecutive nights. Short-term rentals do not include:

- (1) Hotels, motels, or bed and breakfasts;
- (2) A home or apartment where the owner lives for at least six months per year and rents out fewer than three rooms at a time;
- (3) A rental unit where the same guest stays for 30 or more consecutive nights;
- (4) Temporary housing provided by a registered charitable organization or government entity for persons or their families receiving treatment for trauma, injury, or disease;
- (5) Emergency housing or transitional housing.

i Updated definition to remove reference to number of families per best practice.

“Single-family dwelling” means a detached residential building containing no more than one principal dwelling unit designed for occupancy by a single household.

i Added definition of “sleeping unit” to better implement RCW 36.70A.535 Co-living Housing.

“Sleeping unit” means an independently rented and lockable space used for living and sleeping within a co-living residential development.

17.20.210 “T” definitions.

i Updated for compliance with RCW 36.70A.622 (Residential parking regulations). New provisions are included in SMC 17.105.140 for tandem parking spaces.

“Tandem parking” means having two or more vehicles, one in front of or behind the other, with a means of ingress and egress.

i Amended definition of “townhouse or rowhouse” for consistency with middle housing guidance. Removed “rowhouse” from definition since the term is not used in the code.

“Townhouse” means a building that contains two or more attached residential dwelling units that extend from foundation to roof and that have a yard or public way on not less than two sides. Each dwelling unit is designed for occupancy by a single household.

i Added definition of “transitional housing” for compliance with RCW 35A.21.430. Definitions are consistent with RCW 36.70A.030.

“Transitional housing” means a facility that provides housing and supportive services to homeless persons or families for up to two years and then facilitates the movement of homeless persons and families into independent living.

17.20.220 “U” definitions.

i Removing the term “usable floor area” because it is not used in the code. This definition is captured by “gross floor area”.

EXHIBIT B

Chapter 17.25 General Provisions

i Sections from chapter 17.25 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

17.25.160 Building conversions.

i Updated to provide an exception for when dwelling units are added to an existing building since a site development permit may be required. Furthermore, created two subsections from the existing text. Confirmed there are no existing internal references to SMC 17.25.160 that would also need to be updated. Added subsection 3, noting when a building permit is required.

- (1) No land use development review process is required for existing building converted from one use to another if:
 - (a) The proposed use is permitted in the zone the building is located in;
 - (b) All off-street parking requirements can be met; and
 - (c) There is no alteration to or expansion of the building footprint or commercial use area except if the proposed use is subject to the requirements of SMC 17.25.165.
- (2) No land use development review process is required for an existing building containing rental apartments if:
 - (a) The rental units are converted to condominiums (or vice versa);
 - (b) Either the total number of dwelling units within the building does not increase or, if they do increase, they do not exceed the density limits permitted in the zone the building is located in; and
 - (c) All off-street parking requirements can be met.
- (3) Where physical alterations to a building are proposed as part of a conversion, a building permit may be required.

17.25.165 Conversion to residential use in an existing building.

i This section is added for compliance with RCW 35A.21.440 – new housing in existing buildings.

- (1) Building conversions that add dwelling units to an existing building must meet the following criteria:
 - (a) The existing building is located in a commercial or mixed-use zone that allows multifamily dwelling units; and
 - (b) The existing building received a certificate of occupancy at least three years prior to the permit application to add dwelling units; and

- (c) The proposed development does not increase the floor area of nonresidential uses in the existing building.

i Per RCW 35A.21.440(2)(c), the City may not *“...impose permitting requirements on the use of an existing building for residential purposes beyond those requirements generally applicable to all residential development within the building's zone.”*

- (2) The Director may determine whether the proposed development qualifies as a conversion to residential use in an existing building subject to the requirements of this section, and any related land use approvals, pursuant to Table 18.230.020-1, Types of Review.
- (3) For building conversions meeting the requirements of subsection 1 of this section, the requirements of this Title apply except as modified below:
- (a) Density of 50% more than what is allowed in the underlying zone is allowed if:
- (i) New dwelling units are located entirely within the existing building envelope;
 - (ii) Compliance with Title 14 Adopted Building and Construction Codes; and
 - (iii) Connection to water, sewer and drainage systems.

i Per RCW 35A.21.440(2)(f), the City may not *“prohibit the addition of housing units in any specific part of a building except ground floor commercial or retail that is along a major pedestrian corridor as defined by the code city...”* The proposed language preserves existing commercial uses at the ground floor when located along a “major pedestrian corridor”

- (b) Commercial or retail use must be provided on the ground floor if the existing building is located along a “major pedestrian corridor”, which is defined as minor arterials and collectors identified in the city’s comprehensive plan, and 270th Street NW from 102nd Avenue NW to Camano Street for the purpose of this section.
- (c) No new off-street parking is required for the addition of dwelling units in an existing building; however, existing parking must be retained that is required to satisfy the minimum off-street parking requirements for the proposed use.

i Per RCW 35A.21.440(2)(e), cities may not, *“Impose exterior design or architectural requirements on the residential use of an existing building beyond those necessary for health and safety of the use of the interior of the building or to preserve character-defining streetscapes, unless the building is a designated landmark or is within a historic district established through a local preservation ordinance.”* Section (e) below establishes these requirements with the exception of standards pertaining to solid waste storage and lighting as these pertain to health and safety.

- (d) No exterior design standards or architectural requirements apply to the residential use of the existing building, unless:
- (i) The building is a designated landmark or within a historic district; or
 - (ii) The standards pertain to solid waste disposal and storage areas, and lighting.
- (4) New units must meet the requirements of the current Washington State Energy Code, as adopted by reference in SMC 14.04.010. Unchanged portions of an existing building are not required to meet the current Energy Code.

- (5) If the proposed building meets the requirements of SMC 17.25.165(1) and is nonconforming with parking, height, setbacks, elevator size for gurney transport, or modulation, then the permit may be issued unless the Director provides written findings that the nonconformity is causing a significant detriment to the surrounding area by not meeting life and health safety standards.

EXHIBIT C

Chapter 17.30 Permitted Land Uses

- i** Sections from chapter 17.30 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

17.30.060 Residential use zoning table established.

- i** For ease and simplicity of review, the Permitted Use Table below only includes the Residential and Other land use categories. The table excludes uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance. They are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.
- i** Updated the Permitted Use Table to allow “co-living housing” in the MR zone for compliance with RCW 36.70a.535, which requires the City to allow co-living housing on any lot that allows at least six multifamily units and in mixed-used zones. Added footnote 22.
- i** Changed “AC” to “P” to allow ADUs as a permitted use in all SR zones. This reduces ambiguity in the dimensional standards table. The base standard will apply to ADUs rather than standards for accessory structures. Footnote 8 was also updated to refer to ADU standards in chapter 18.604.
- i** Updated in response to middle housing guidance and Policy Direction Guidance document to allow cottages in the MR zone, duplexes in the SR 7.0 and SR 9.6 zones, and townhouses in the SR 5.0, SR 7.0 and SR 9.6 zones. Added footnote 23 stating townhouses are limited main streets and corner lots; and to no more than 4 units in a single building in SR zones.
- i** Removed the reference to footnote 10 from “dwelling, duplex” in the SR 5.0 zone. Footnote regulated lot size, which is redundant with standards in the density table in Title 18 Land Divisions. Footnote 10 is not repealed in full because it applies to other uses. This is shown with strikethrough text in the table below.
- i** Changed “dwelling, multiple-family” to “dwelling, multifamily” for consistency with middle housing guidance, and internal consistency.
- i** Removed “homeless housing” as a permitted use because it is an umbrella term that includes transitional housing and permanent supportive housing. Separate lines are included for these individual uses. This is shown with strikethrough text in the table below.
- i** Added “permanent supportive housing” as a separate use in the Residential land use category. Note, “permanent supportive housing” was already allowed outright in residential zones under “homeless housing”.

- i** Removed “emergency shelters” and “emergency housing” as a permitted use in residential zones. RCW 35A.21.430 requires these uses to be permitted in any zone that allows hotels. These residential zones do not allow hotels. This is shown with strikethrough text in the table below.
- i** Moved “transitional housing” from Other to Residential land use category.
- i** Added small scale commercial infill as a permitted use in residential zones when subject to SMC 17.100.085, which includes floor area limits.
- i** Added TN-Residential to the table; applies SR 5.0 use standards.
- i** Updated to allow “daycare center” as a permitted use in SR 12.4 and SR 9.6. To be allowed in all residential zones per State law. Removed “daycare, mini” since it no longer needs to be regulated separately if allowed outright in all zones. This is shown with strikethrough text in the table below.

Table 17.30.060 Permitted Use Table: Residential Zones

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN-RES
<i>NOTE: This Permitted Use Table only includes the Residential and Other land use categories for ease and simplicity of review. This table excludes categories/uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance, as well as abbreviated definitions and permit types. These uses are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.</i> <i>Nonresidential uses will be allowed in the TN-RES zone per 17.47.040(1)(b) consistent with the TN-MU zone. These uses are not included in this table.</i> <i>For ease of reading, changes are bolded, underlined and highlighted.</i>						
Residential						
Adult Family Home	P	P	P	P	P	<u>P</u>
Assisted Living/Independent Living					P	
<u>Co-living Housing</u>					<u>P(22)</u>	
Congregate Care Facility					C(6)	<u>C</u>
Daycare, Home	AC(7)	AC(7)	AC(7)	AC(7)	AC(7)	<u>AC(7)</u>

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN-RES
Dwelling, Accessory	P(8)	P(8)	P(8)	P(8)	P(8)	P(8)
Dwelling, Cottage	P(9)	P(9)	P(9)	P(9)	P(9)	P(9)
Dwelling, Duplex		P	P	P(10)	P	P
Dwelling, Multifamily Development Up to 20 Units					P	
Dwelling, Multifamily Development 21 Units or Greater					P	
Dwelling, Single-Family	P	P	P	P	P	P
Dwelling, Townhouse		P(23)	P(23)	P(23)	P	P
Enhanced Service Facility Conversion Category 1 – Existing Nursing Home Conversion of Up to a 16-Bed Facility (21)					C	C
Enhanced Service Facility Conversion Category 2 – Existing Assisted Living Conversion of Up to a 16-Bed Facility (21)					P	C
Enhanced Service Facility Conversion Category 3 – Existing Adult Family Home Conversion of Up to a 6-Bed Facility (21)	P	P	P	P	P	P
Group Care Facilities						P

Land Use	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN-RES
Group Home	P(11)	P(11)	P(11)	P(11)	P(11)	P(11)
Home Occupation	AC(12)	AC(12)	AC(12)	AC(12)	AC(12)	AC(12)
Homeless Housing	P	P	P	P	P	
Manufactured/Mobile Home	P(13)	P(13)	P(13)	P(13)		
Permanent Supportive Housing	P	P	P	P	P	P
Transitional Housing	P	P	P	P	P	P
Other						
Daycare Center	P	P	P	P	P	P
Daycare, Mini				P(7)	P(7)	
Small-Scale Commercial – “Corner Stores” Infill in Uptown Area		C(24)	C(24)	P24	P(24)	P(24)
Emergency Shelter	P	P	P	P	P	
Emergency Housing	P	P	P	P	P	
Temporary Uses	P	P	P	P	P	P

Residential Zoning Use Conditions:

NOTE: Existing footnotes that are not referenced above are excluded for ease and simplicity of review. These footnotes are not intended to be deleted as a result of this ordinance.

(6) Limited to 30 rooms/increment of minimum land area.

(7) Home daycare requires a home occupation permit.

(8) Accessory dwelling units must comply with the design and development standards set forth in SMC 17.95.480.

(9) Cottage housing units must comply with the requirements in SMC [17.95.450](#).

(10) Minimum land area of 7,000 square feet required unless the requirements of SMC 17.100.085 are met.

(11) This use must comply with the special residential use requirements provided in SMC [17.95.375](#).

(12) A home occupation permit and business license are required. Home occupations must comply with the requirements in SMC [17.95.380](#).

(13) This use must comply with the manufactured housing requirements of SMC [17.95.385](#). Manufactured housing use is limited to Type A homes certified as meeting U.S. HUD standards. Manufactured home park use may accommodate both Type A and Type B HUD certified units and requires a minimum land area of three acres in SR 7.0 and two acres in SR 5.0 zones.

(22) Permitted on any lot that allows at least six multifamily dwelling units.

(23) Townhouses are permitted on minor arterials and collectors as identified in the comprehensive plan, and corner lots created within new subdivisions. Each townhouse building must have four or fewer townhouse dwelling units.

(24) Subject to SMC 17.100.085, Supplemental standards for small-scale commercial infill in the Uptown Area.

17.30.070 Commercial and mixed-use zoning table established.

- i** For ease and simplicity of review, the Permitted Use Table below only includes the Residential and Other land use categories. The table excludes uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance. They are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.
- i** Removed “boarding house” because it is included in the definition of “co-living housing” per RCW 36.70A.535 Co-living Housing. State law also allows co-living housing in the DMU zone so “boarding house” does not need to be permitted as a separate use. This is shown with strikethrough text in the table below.
- i** Changed “AC” to “P” to allow ADUs as a permitted use in TN zone. This is consistent with the DMU zone. This reduces ambiguity in the dimensional standards table. The base standard will apply to

ADUs rather than standards for accessory structures. Footnote 18 was also updated to refer to ADU standards in chapter 18.604.

- i** Updated to allow “co-living housing” in the TN and DMU zones for compliance with RCW 36.70a.535, which requires the City to allow co-living housing on any lot that allows at least six multifamily units and in mixed-used zones. Updated footnote 16.
- i** Updated to allow cottages in the DMU and GC zones per the Policy Direction Guidance document.
- i** Updated to remove “triplexes” as a permitted residential use. Triplexes are regulated as 3 attached townhouses. This is shown with strikethrough text in the table below.
- i** Updated to allow multifamily dwellings in the GC zone per the Policy Direction Guidance document. Added footnote 41 to “dwelling, multifamily” in the TN, DMU and GC zones, which directs the user to section SMC 17.25.165 for modified requirements for conversion to residential use in an existing building in a commercial or mixed-use zone.
- i** Moved “transitional housing”, “permanent supportive housing” and “emergency shelters” from Other to Residential land use category. Note, “emergency housing” and “emergency shelters” are allowed outright in the DMU and GC zones, where hotels are allowed, per State law. These uses are not required to be allowed in the NB zone.
- i** Added “permanent supportive housing” as a permitted use in the TN, DMU and GC zones, where residential dwelling units and hotels are allowed outright, in compliance with RCW 35A.21.430.
- i** “Transitional housing” is currently allowed in the TN and GC zones. Updated “transitional housing” to also allow as a permitted use in the DMU zone, where residential dwelling units and hotels are allowed outright, in compliance with RCW 35A.21.430.
- i** Added small scale commercial infill as a permitted use in residential zones when subject to SMC 17.100.085, which includes floor area limits.

Table 17.30.070 Permitted Use Table: Commercial and Mixed-Use Zones

Land Use	TN-MU	DMU	NB	GC
<i>NOTE: This Permitted Use Table only includes the Residential and Other land use categories for ease and simplicity of review. This table excludes categories/uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance. These uses are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.</i> <i>For ease of reading, changes are bolded, underlined and highlighted.</i>				
Residential				
Adult Family Home	P	P	P	P

Land Use	TN-MU	DMU	NB	GC
Assisted Living/Independent Living				P
Boarding House		P(16)		
Co-living Housing	P(16)	P(16)		P(16)
Congregate Care Facility	C	P/C(7) (17)		P(17)
Daycare, Home	P(13)	P(13)	P	
Dwelling, Accessory	P(18)	P(18)		
Dwelling, Cottage	P(20)	P(20)(39))		P(20) (39)
Dwelling, Duplex	P	P(39)		P(21)(39)
Dwelling, Triplex	P			
Dwelling, Multifamily	P(7) (41)	P(39) (41)		P(39)(41)
Dwelling, Single-Family	P			
Dwelling, Townhouse	P	P(39)		P(21)(39)
Emergency Housing		P		P
Emergency Shelters		P		P
Enhanced Service Facility Conversion Category 1 – Existing Nursing Home Conversion of Up to a 16-Bed Facility (21)	C	P		P
Enhanced Service Facility Conversion Category 2 – Existing Assisted Living Conversion of Up to a 16-Bed Facility (21)	C	P		P
Enhanced Service Facility Conversion Category 3 – Existing	P			

Land Use	TN-MU	DMU	NB	GC
Adult Family Home Conversion of Up to a 6-Bed Facility (21)				
Group Care Facilities	P	P		
Group Home	P(19)	P(19)		P(19)
Home Occupation	AC(22)	AC(22)		AC
Live/Work Units	P(38)(39)	P(38)(39)		P(21)(38)(39)
Mixed-Use	P	P(39)		P(39)
Permanent Supportive Housing	P	P		P
Transitional Housing	P	P		P
Other				
Small-Scale Commercial – “Corner Stores” Infill in Uptown Area	P(42)			
Temporary Uses	P	P	P	P

Commercial and Mixed-Use Zoning Use Conditions:

NOTE: Existing footnotes that are not referenced above are excluded for ease and simplicity of review. These footnotes are not intended to be deleted as a result of this ordinance.

(7) Minimum land area of 20,000 square feet is required. This standard may be modified through the conditional use permit process.

(13) Home daycare requires a home occupation permit.

(16) Permitted on any lot that allows at least six multifamily dwelling units.

(17) Limited to 30 rooms/increment of minimum land area.

(18) Accessory dwelling units must comply with the design and development standards set forth in SMC 17.95.480.

(19) This use must comply with the special residential use requirements provided in SMC [17.95.375](#).

- (20) Cottage housing units must comply with the requirements in SMC [17.95.450](#).
- (21) Permitted if part of a mixed-use development.
- (22) A home occupation permit and business license are required. Home occupations must comply with the requirements in SMC [17.95.380](#).
- (38) Live/work units are allowed as part of a mixed-use development.
- (39) Only mixed-use commercial/residential developments are allowed on properties with street frontage on 271st Street, 88th Avenue, 92nd Avenue, 102nd Avenue and 270th Street between 99th Avenue and 102nd Drive, 72nd Avenue and 265th Street. The commercial mixed-use building(s) must be the dominant use along the street frontage. All other properties may be developed with residential in-fill developments without associated commercial uses.
- (41) See SMC 17.25.165 for modified requirements for conversion to residential use in an existing building that meets the requirements of SMC 17.25.165(1).
- (42) Subject to SMC 17.100.085, Supplemental standards for small-scale commercial infill in the Uptown Area.

17.30.080 Industrial use zoning table established.

- i** For ease and simplicity of review, the Permitted Use Table below only includes the Residential and Other land use categories. The table excludes uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance. They are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.
- i** “Emergency housing” is listed in two categories, Residential and Other. Removed “indoor emergency housing” from the Other category. “Emergency housing” is allowed outright in the GI zone, where hotels are allowed outright, per State law. This is listed in the Residential category for internal code consistency.
- i** Changed “indoor emergency shelters” to “emergency shelters” consistent with RCW 35A.21.430. This is moved to the Residential category for internal code consistency.
- i** Added “permanent supportive housing” as a permitted use in the PI zone, where residential dwelling units and hotels are allowed outright, in compliance with RCW 35A.21.430.
- i** Added footnote 26 to allow daycare center as an accessory use to schools.

Table 17.30.080 Permitted Use Table: Industrial Zones

Land Use	PI	GI
<i>NOTE: This Permitted Use Table only includes the Residential and Other land use categories for ease and simplicity of review. This table excludes categories/uses/rows that are not related to missing middle</i>		

Land Use	PI	GI
<i>housing or other amendments adopted by this ordinance. These uses are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.</i> <i>For ease of reading, changes are bolded, underlined and highlighted.</i>		
Personal Service		
Daycare Center	P(5) (26)	P(5) (26)
Residential		
Caretaker's House	P(11)	P(11)
Emergency Housing	P	
Emergency Shelter	P	
Mixed-Use	P(5)	
Permanent Supportive Housing	P	
Transitional Housing	P	
Other		
Temporary Uses	P	P

Industrial Zoning Use Conditions:

NOTE: Existing footnotes that are not referenced above are excluded for ease and simplicity of review. These footnotes are not intended to be deleted as a result of this ordinance.

(5) Permitted in conjunction with a planned industrial park development under SMC [17.50.010](#); no more than 35% of the total industrial park floor area may be devoted to residential uses and all residential uses must be located above commercial or industrial uses. A minimum of five acres of land is needed to apply the mixed-use allowances.

(11) Caretaker units are limited to one per business.

(26) Daycare centers are permitted as an accessory use to a school.

17.30.090 Public facilities zoning table established.

i Added daycare centers as an accessory use to schools. Added footnote 3.

Table 17.30.090 Permitted Use Table: Parks and Open Space and Public Facilities

Land Use	POS	PF
<i>NOTE: This Permitted Use Table only includes the Other land use category for ease and simplicity of review. This table excludes categories/uses/rows that are not related to missing middle housing or other amendments adopted by this ordinance. These uses are excluded for ease of review and are not intended to be deleted from this table as a result of this ordinance.</i> <i>For ease of reading, changes are bolded, underlined and highlighted.</i>		
Other		
Daycare Center		AC(3)

Public Facilities Use Conditions:

NOTE: Existing footnotes that are not referenced above are excluded for ease and simplicity of review. These footnotes are not intended to be deleted as a result of this ordinance.

(3) Daycare centers are permitted as an accessory use to a school.

EXHIBIT D

Chapter 17.60 Zoning Standards Tables

i Sections from chapter 17.60 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

17.60.010 Zoning standards, tables and interpretation.

i Amended subsection 1 to include a statement regarding parent lots. Updated to refer to Title 18. Reorganized to breakout into a, b and c.

(1) *Standards Established.*

- (a) The tables in this chapter contain dimensional development standards for each zone and alternative bulk standards by lot type or use.
- (b) If a unit lot subdivision or lot split land division process is proposed in accordance with Title 18 Part 4 Land Divisions, then the development standards in this chapter apply to the parent lot. Additional standards that may apply to an individual lot resulting from these processes include those found in Chapter 18.402 Standards for Land Divisions and Adjustments.
- (c) Additional standards that may apply include but are not limited to those found in Chapter 17.90-17.154 SMC and Chapter 17.200-17.220 SMC, and Title 18 Part 4 Land Divisions and Adjustments.

17.60.020 Residential development standards.

- i** Development standards pertaining to density, lot area, lot width, and lot depth and associated footnotes 1, 2 and 10 are removed from this table for ease of review. These standards will be reviewed and adopted with the Part 4 Land Division UDC; however, these standards are not intended to be deleted by this ordinance.
- i** Simplified table by splitting into two: based standards table and exceptions.
- i** Added TN-RES zone.
- i** Bulk standards are set at the smaller amount of the old “PRD” or “Base” standard. Where PRD was not listed, the “Base” standard was applied.
- i** Restructuring the table resulted in elimination of many footnotes providing exceptions.
- i** Amended references and content of footnote 5 pertaining to ADUs for clarity.

(1) Development Standards Table – Residential Zones.

Table 17.60.020(1) Development Standards – Residential Zones

	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN-RES
<i>NOTE: Development standards pertaining to density, lot area, lot width, and lot depth are removed from this table for ease of review; however, these standards are not intended to be deleted by this ordinance.</i>						
Front Lot Line Setback (Feet)	25	10	10	10	20 <u>10¹</u>	10
Rear Lot Line Setback (Feet)	25	20	15	15	5	15
Side Lot Line Setback (Feet)	5	5	5	5	25 Or 5 on Existing Lots < 10,100 sf	5
Side Lot Line Setback, Corner (Feet)	15	15	15	15	25 Or 5 on Existing Lots < 10,100 sf	15
Setbacks for Decks: Front Yard Rear Yard	Half The Front Setback 5					
Building Height ¹ (Feet)	30	30	30	30	40 ²	30
Lot Coverage (Percent)	40% ³	40%	40%	50%	40%	50%
Minimum Driveway Length (Feet)	20	20	20	20	20	20

Footnotes:

1. **Off-street parking spaces, carports, and surface parking lots shall not be located between any street right-of-way line and the street-facing façade of a multifamily building on the same lot.**
- (2) Development Conditions – Residential Zones. The following subsections correspond to footnotes referenced in Table 17.60.020(1).

i NOTE: With new table style many footnotes were not needed. Remaining footnotes were kept and renumbered.

1. Heights may be increased to 60 feet for high school facilities.
2. Maximum of three stories. The building must have a pitched roof and comply with the architectural elements of Chapter [17.112](#) SMC, Architectural Design Standards.
3. Greenhouses on farms within the SR 12.4 zone are excluded from maximum coverage calculations.

(3) Alternative Bulk Standards by Lot Type or Use in Residential zones.

All dimensional standards of Table 17.60.020(1) apply unless otherwise modified by Table 17.60.020(2) below.

Table 17.60.020(2) Alternative Bulk Standards by Lot Type or Use – Residential Zones

	Accessory Dwelling Unit	Accessory Building	Cottage Lot	Unit Lot Subdivision	Attached Units or Zero Lot Line
Front Lot Line Setback (Feet)	Underlying Zoning – <u>Limited to the Side or Back of Primary Residence</u>	Underlying Zoning - <u>Limited to the Side or Back of Primary Residence</u>	10	10	10
Rear Lot Line Setback (Feet)	5	5	10	10	10
Rear Lot Line Setback, Alley (Feet)	0	5 Or 2 for Structures Under 200 sf	5	5	0
Side Lot Line Setback (Feet)	5	5 Or 2 for Structures Under 200 sf	5	5 ¹	5 ²
Side Lot Line Setback, Corner (Feet)	10 or Sight Distance	10 or Sight Distance	10 or Sight Distance	10 or Sight Distance	10 or Sight Distance

	Accessory Dwelling Unit	Accessory Building	Cottage Lot	Unit Lot Subdivision	Attached Units or Zero Lot Line
	Triangle (Whichever Greater)	Triangle (Whichever Greater)	Triangle (Whichever Greater)	Triangle (Whichever Greater)	Triangle (Whichever Greater)
Lot Coverage (Percent)	65%	10%	60%	80%	80%
Maximum Building Size	Varies – <u>See SMC 17.95, Article IX</u>	20% of Principle Building	1,200 <u>1,500</u> square feet	N/A	N/A

1. See SMC 18.402.100, Unit Lot Subdivision Standards, for internal side setback requirements between individual unit lots.
2. See SMC 18.402.150, Zero Lot Line Subdivision Standards, for internal side lot setback requirements when zero lot line development is proposed.

17.60.030 Residential/commercial zone development standards.

i Development standards pertaining to density, lot area, lot width, and lot depth and associated footnotes 5 and 10 are removed from this table for ease of review. These standards will be reviewed and adopted with the Part 4 Land Division UDC; however, these standards are not intended to be deleted by this ordinance.

(1) Development Standards Table – Residential/Commercial Zones.

Table 17.60.030(1) Development Standards – Residential/Commercial Zones

	TN-MU	DMU
<i>NOTE: Development standards pertaining to density, lot area, lot width, and lot depth are removed from this table for ease of review; however, these standards are not intended to be deleted by this ordinance.</i>		
Density (Existing Lot) ¹	20 dwelling units per acre	20 dwelling units per acre

	TN-MU	DMU
Front Lot Line Standard (Feet)	0	0
Rear Lot Line Setback ² (Feet) - Commercial Buildings	25	25
Rear Lot Line Setback (Feet) - Residential Buildings	10	25
Side Lot Line Setback (Feet)- Interior – Commercial Buildings	0	0
Side Lot Line Setback (Feet) – Interior Residential Buildings	5	5
Side Lot Line Setback, Corner ² (Feet) Commercial Buildings	0 Or Site Distance Triangle (Which Greater)	0 Or Site Distance Triangle (Which Greater)
Building Height ³ (Feet)	30	45
Maximum Building Coverage ² (Percent)	60%	90%

(2) Development Conditions – Residential/Commercial Zones. The following subsections correspond to footnotes referenced in Table 17.60.030(1).

1. Density may be increased to 30 dwelling units per acre for mixed-use developments if 100% of the required residential parking is provided on the ground floor and the building is at least LEED silver certified.
2. For automobile service stations, the cross-section areas of service station canopy supports where they meet the ground must be measured as coverage for the purposes of determining maximum lot coverage, and also must be used for measurement of setback requirements.
3. Height may be increased to 55 feet for hotels/motels in the DMU zone. Heights may be increased to 40 feet for multifamily, and mixed-uses in the TN residential designation and to 55 feet for multifamily, hotel/motels, and mixed-use buildings in the TN mixed-use designation if the structure has a pitched roof (not a shed roof).

(3) Alternative Bulk Standards by Lot Type or Use in Residential/Commercial zones.

All dimensional standards of Table 17.60.030(1) apply unless otherwise modified by Table 17.60.030(2) below.

Table 17.60.030(23) Alternative Bulk Standards by Lot Type or Use – Residential/Commercial Zones (in Feet)

	Attached Units or Zero Lot Line	Accessory Dwelling Unit	Accessory Building
Front Lot Line Setback	0	10 – <u>Limited to the Side or Back of Primary Residence</u>	10 – <u>Limited to the Side or Back of Primary Residence</u>
Rear Lot Line Setback	5	15 <u>10</u>	15 <u>10</u>
Rear Lot Line Setback, Alley	0	10 <u>0</u>	10 <u>0</u>
Side Lot Line Setback	5 ¹	0	0
Side Lot Line Setback, Corner	Sight Distance Triangle	Sight Distance Triangle	10 or Sight Distance Triangle (Whichever Greater)
Building Height	Underlying Zoning	24	20
Maximum Building Size	N/A	Varies – <u>See SMC 17.95, Article IX</u>	N/A

1. See SMC 18.402.100, Unit Lot Subdivision Standards, and SMC 18.402.150, Zero Lot Line Subdivision Standards, for internal side setback requirements when individual unit lots or zero lot line development is proposed.

17.60.040 Commercial and industrial development standards.

- i** Development standards pertaining to density, lot area, lot width, and lot depth and associated footnotes 11 and 13 are removed from this table for ease of review. These standards will be reviewed and adopted with the Part 4 Land Division UDC; however, these standards are not intended to be deleted by this ordinance.
- i** Included reference to footnote 12 in height standards because it pertains to height limits for mixed-use projects. Footnote 12 previously was referenced by density standards, which was moved to Title 18 Land Division.

(1) Development Standards Table – Commercial and Industrial Zones.

Table 17.60.040(1) Development Standards – Commercial and Industrial Zones

	NB	GC ⁶	PI	GI
<i>NOTE: Development standards pertaining to density, lot area, lot width, and lot depth and associated footnotes 11 and 13 are removed from this table for ease of review; however, these standards are not intended to be deleted by this ordinance.</i>				
Front Lot Line Setback ³ (Feet)	10	10	25	25
Rear Lot Line Setback ³ (Feet)	10	10	5 ¹	35 ¹
Side and Corner Lot Line Setback ³ (Feet)	10	10	5 ¹	25 ¹
Building Height (Feet)	30	35 ^{5,7,8}	35 ⁵	35 ²
Lot Coverage ³ (Percent)	40%	70%	90%	90%

(2) Development Conditions – Commercial and Industrial Zones. The following subsections correspond to footnotes referenced in Table 17.60.040(1).

1. Where an industrial or manufacturing use abuts a residential zone, a 25 foot setback is required in the PI zone and a 50 foot setback is required in the GI zone.
2. Height may be increased to 50 feet for food processing plants, wholesale operations, warehousing operations, and freight distribution centers.
3. For automobile service stations, the cross-section areas of service station canopy supports where they meet the ground must be measured as coverage for the purposes of determining maximum lot coverage, and also must be used for measurement of setback requirements.

- ~~4. Height may be increased to 80 feet for feed and fertilizer operations abutting railroad corridors for silos and grain elevator structures only.~~
 5. Height may be increased to 55 feet for hotels/motels.
 6. General commercial mixed-use projects must comply with the specific standards of Chapter 17.65 SMC, Additional Standards – Downtown Mixed-Use Zoning Standards.
 7. Maximum height of four stories for mixed-use projects. The building must have pitched roof or parapet roof design and comply with the architectural elements of Chapter 17.112 SMC, Architectural Design Standards.
 8. The base height in the general commercial zone is 35 feet. Mixed-use buildings in the general commercial zone may be increased to 45 feet so long as the additional building height is stepped back 10 feet from the face of the building along the street frontage(s).
- (3) Development Standards Table – Alternative Bulk Standards by Lot Type or Use in Commercial and Industrial zones. All dimensional standards of Table 17.60.040(1) apply unless otherwise modified by Table 17.60.040(2) below.

**Table 17.60.040(2) Alternative Bulk Standards by Lot Type or Use – Commercial and Industrial Zones
(in Feet)**

	Accessory Building
Front Lot Line Setback	Underlying Zoning - <u>Limited to the Side or Back of Primary Residence</u>
Rear Lot Line Setback	5
Rear Lot Line Setback, Alley	5
Side Lot Line Setback	5
Side Lot Line Setback, Corner	Sight Distance Triangle
Building Height	20

17.60.045 Public facility development standards.

i Development standards pertaining to density, lot area, and lot width are removed from this table for ease of review. These standards will be reviewed and adopted with the Part 4 Land Division UDC; however, these standards are not intended to be deleted by this ordinance.

(1) Development Standards for the Public Facilities Zone.

Table 17.60.045(1) Development Standards – Public Facilities Zone

	PF ^{1,2}
<i>NOTE: Development standards pertaining to density, lot area, and lot width are removed from this table for ease of review; however, these standards are not intended to be deleted by this ordinance.</i>	
Front Lot Line Setback (Feet)	25

	PF ^{1,2}
Side Lot Line Setback (Feet)	25
Rear Lot Line Setback (Feet)	25
Building Height (Feet) ³	40
Maximum Building Coverage (Percent)	60%

1. The front, rear and side yard setbacks for structures in this zone are not intended to be applied to each individual building when there are multiple buildings on a site. Rather, they are meant to be used to establish the minimum dimensional requirements for the perimeter of the development.

2. Setbacks are applicable to the primary structure and attached accessory structures.

3. Public schools may exceed the listed building height requirement provided that the building is setback an additional 10 feet for every 20 feet of height beyond the base height limit.

EXHIBIT E

Chapter 17.95 Residential Performance Standards

i Sections from chapter 17.95 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

Article IX. Accessory Dwelling Units

i Article IX is updated to comply with HB 1337.

17.95.470 Purpose

The purpose of this article is to establish standards on the design and incorporation of accessory dwelling units (ADUs) in existing residential neighborhoods.

17.95.475 Applicability

i Replaced by sections 1-2 below for consistency with HB 1337. Former subsection 4 was moved to 17.95.480 design and development standards – see new subsection 9.

- (1) Accessory dwelling units are allowed in zones as established in the permitted use tables in Chapter 17.30 SMC.
- (2) Applications for accessory dwelling units must follow the procedure established in Title 18 Part 2 Applications.

17.95.480 Design and Development Standards

i Replaced by section 1-9 below for consistency with HB 1337.

i New state law requirements under HB 1337: Must allow up to 1k sf, must allow two per unit, may not require owner occupancy or front door restrictions.

- (1) Two accessory dwelling units may be allowed on a lot with a principal unit.
 - (a) An accessory dwelling unit is not allowed on a nonconforming lot unless all setback and lot coverage standards are met.
 - (b) An existing structure that does not conform to setback or lot coverage standards may be converted to an accessory dwelling unit without a variance from those standards. The conversion must comply with all other applicable standards.

(c) An accessory dwelling unit is exempt from the maximum density standard of the underlying zone.

(2) Accessory dwelling units may be attached (AADU) or detached (DADU).

Figure 17.95.480(2) Examples of Accessory Dwelling Units



Source: AARP, The ABCs of ADUs

(3) The **minimum** size of an accessory dwelling unit **shall be at least 300 square feet and may not exceed 1,000 square feet of gross floor area** shall comply with the following maximum size limitations:

- (a) **Attached ADUs within Existing Structures: An ADU located entirely within an existing primary structure shall not exceed 1,200 gross square feet in floor area.**
- (b) **Detached ADUs – Lots Less Than 12,400 Square Feet: A detached ADU on a lot with a total lot area of less than 12,400 square feet shall not exceed 1,000 gross square feet in floor area.**
- (c) **Detached ADUs and Additions – Lots 12,400 Square Feet or Greater: A detached ADU, or an ADU created through an addition to an existing structure, on a lot with a total lot area of 12,400 square feet or greater shall not exceed 1,200 gross square feet in floor area.**
- (d) For the purpose of this section, “gross floor area” means the interior habitable space of a dwelling unit including basements and attics but not including a garage or accessory structure.

- (3) The height of an accessory dwelling unit may not exceed 24 feet.
- (4) The setbacks, lot coverage, and building coverage standards of the underlying zone apply to accessory dwelling units as established in Chapter 17.60 SMC, Zoning Standards Tables, unless alternative bulk standards are established in Table 17.60.020(3) or Table 17.60.030(3).
- (5) One parking space per accessory dwelling unit must be provided.
- (6) Detached accessory dwelling unit development standards.
 - (a) Design. Detached accessory dwelling units 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; or
 - (iv) Siding materials.
 - (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) Accessory dwelling units may not be used as short-term rentals.

i The following is existing code from former SMC 17.95.475.

- (8) The applicant must comply with any private conditions, covenants, and restrictions (CC&Rs) that may apply to the property or the creation of accessory dwelling units.

Article XI. Co-living Housing

i Added SMC 17.95.570 Co-living housing for compliance with RCW 36.70A.535 Co-living housing.

17.95.570 Co-living Housing

- (1) Co-living housing is allowed as a permitted use on any lot if the following conditions are met:
 - (a) The lot is located in a zone that allows for at least six multifamily dwelling units; and
 - (b) The size of the lot allows for the development of at least six multifamily dwelling units.
- (2) Co-living housing is subject to the development and design standards of the zone it is located in.
- (3) For the purposes of calculating dwelling unit density, a sleeping unit in co-living housing is equivalent to 0.25 dwelling unit.

EXHIBIT F

Chapter 17.100 Nonresidential Performance Standards

i Sections from chapter 17.100 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

17.100.020 Categories of use.

i Subsection 7, small-scale commercial infill is newly added to the list.

The following categories of land use are subject to the standards contained in this chapter.

- (1) Public/semi-public: institutional uses and public services uses only;
- (2) Office uses;
- (3) Commercial uses: general commercial, commercial recreational, automobile-oriented commercial (gas stations, auto repair shops, tire shops, etc.), home building supply outlets, plant and landscape nurseries, and shopping centers;
- (4) Industrial uses: industrial, wholesaling, warehousing, and distribution activities;
- (5) Tourist facilities: hotels, bed and breakfast accommodations, and entertainment activities;
- (6) Live entertainment;
- (7) Small-scale commercial infill uses if located in the Uptown Area and the requirements of SMC 17.100.085 are met.

17.100.085 Supplemental standards for small-scale commercial – “Corner Store” infill in the Uptown Area.

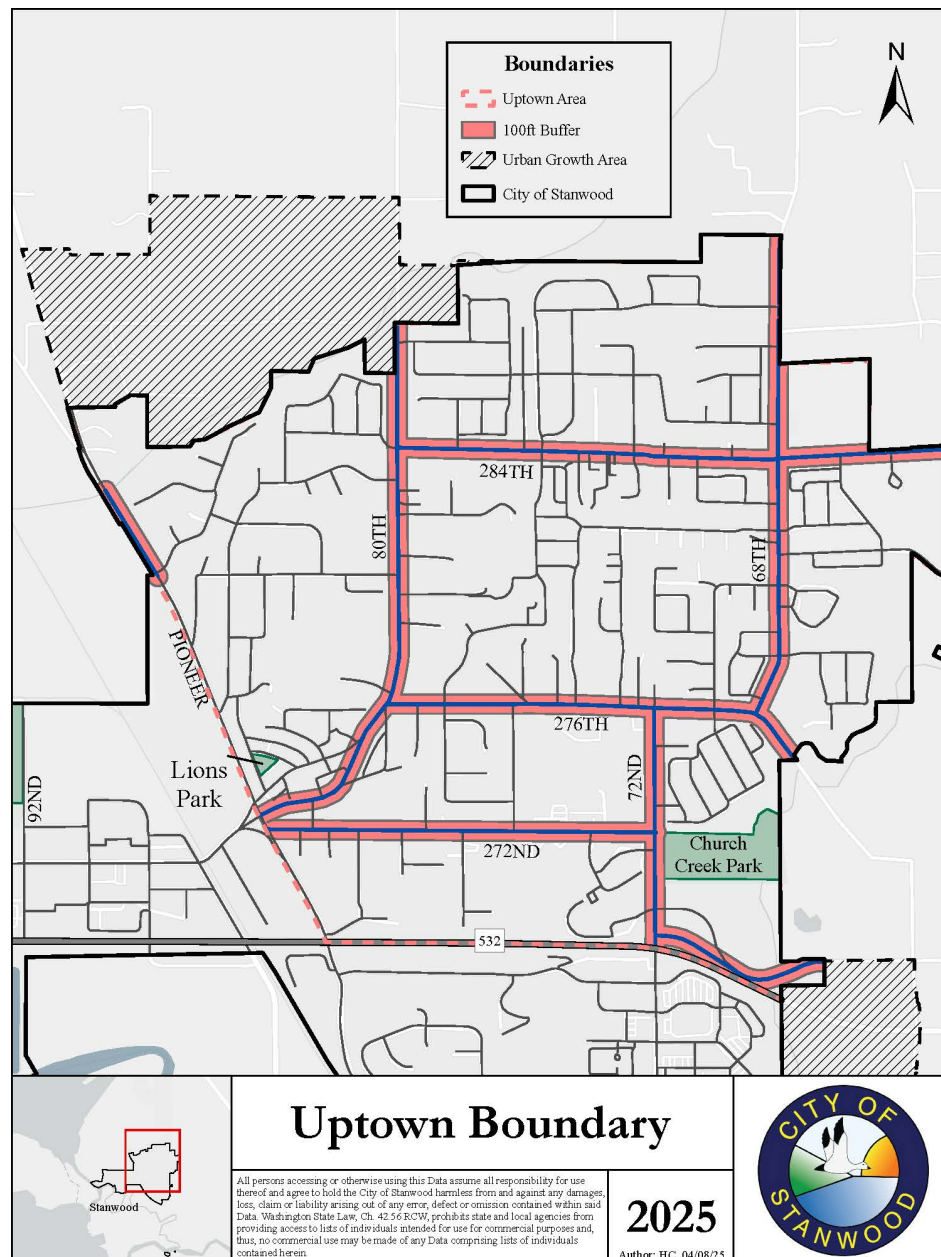
i The following section was added to establish applicability, permitting process, and supplemental standards for small-scale commercial infill in the Uptown Area in response to the City’s Policy Direction Summary document.

- (1) Purpose. To enable small-scale commercial infill in residential neighborhoods in specific parts of the Uptown area to meet the limited convenience shopping and personal service needs of the immediate neighborhood.
- (2) Applicability. This section applies to all small-scale commercial infill projects that meet the requirements of SMC 17.100.085(3).
- (3) Location criteria. The development site must meet the following location criteria:
 - (a) Located in the Uptown Area as identified in Figure 17.100.085(2); and
 - (b) Located on a property with direct frontage on the roadways identified in Figure 17.100.085(2), including 284th Street NW, 276th Street NW, 272nd Street NW, 268th Street, 68th Avenue NW, 72nd

Avenue NW, 80th Avenue NW, and portions of Pioneer Highway and 102nd Avenue (not shown on map); and

- (c) At least one of the following conditions are met:
 - (i) Located on a corner lot; or
 - (ii) Located on an interior lot that is a minimum of 0.5 acres; and
- (d) If applicable, café/bistro and grocery uses must be located at least 0.25 miles from another café/bistro or grocery use permitted as small-scale commercial infill.

Figure 17.100.085(2) Uptown Area



- (4) Application procedure. An application for small-scale commercial infill development ~~in the Uptown Area~~ must include the application contents as required by SMC 18.220.030 and must be processed as in accordance with Chapter 18.230 SMC, Review Process.
- (5) Permitted land uses, maximum floor area and review types.
- (a) The following land uses may be permitted as small-scale commercial infill ~~in the Uptown Area~~ subject to a maximum floor area of 3,000 square feet and are classified as a minor decision to be reviewed in accordance with Table 18.230.020-1:
- (i) **Indoor** Animal Grooming;
 - (ii) Healthcare Office, Single Practitioner;
 - (iii) Live-Work Units;
 - (iv) Retail Shop/Boutique; and
 - (v) Salon.
- (b) The following land uses may be permitted as small-scale commercial infill ~~in the Uptown Area~~ subject to a maximum floor area of 5,000 square feet and are classified as a major decision to be reviewed in accordance with Table 18.230.020-1:
- (i) Café/Bistro;
 - (ii) Coffee Shop/Bakery;
 - (iii) Grocery;
 - (iv) Preschool; and
 - (v) Professional Office.
- (6) Standards. These standards modify or apply in addition to all other applicable standards of this Title, including Chapter 17.112 SMC, Architectural Design Standards.
- (a) All new structures shall conform to the bulk and dimensional standards of the applicable underlying zoning district to ensure consistency and compatibility with the established character of the surrounding neighborhood.
- (b) Primary entries must be oriented to the street or building corner facing an intersection of two public streets.
- (c) Window transparency must be provided for the ground floor along the building frontage subject to the following requirements:
- (i) New Construction: Street-facing ground floor façades must provide a minimum of 60% transparency between two and eight feet above grade using clear, non-reflective glass.
 - (ii) Existing Buildings (Renovations): If compliance with subsection (i) is infeasible due to existing structural elements, a reduced standard of no less than 30% transparency may be approved by the Director. The applicant must provide alternative design features, such as decorative windows, lighting, or artistic treatments.
- (d) Required front or corner side lot setbacks may be reduced to 5 feet if the setback is designed as a transitional space along the building edge with the following elements listed below, while also meeting the applicable requirements for SMC 17.145.130 for sight triangles and Chapter 17.112 SMC, Architectural Design Standards.

- (i) Landscaping;
 - (ii) Distinctive paving; and
 - (iii) Pedestrian amenities, such as fixed or moveable seating and tables.
- (e) Where perimeter landscaping is required in accordance with SMC 17.145.100(1), the width of the landscape buffer may be reduced to 5 feet if sight-obscuring fencing is proposed. Fencing must be a minimum of 6 feet in height and must be of a material and design compatible with the overall architecture.

i Commercial infill development would be subject to Chapter 17.105 Off-Street Parking and Loading Standards, if parking is proposed, except as modified below.

- (f) The minimum parking requirement may be reduced by the Director if the applicant ~~provides a parking demand study demonstrating~~ **demonstrates** that the reduction does not result in spillover into the surrounding neighborhood.
 - ~~(g) On-site parking is prohibited between the building and street.~~
 - (h) Parking stalls shall be located and designed to prevent vehicles from backing directly onto a public or private street.
 - (i) No drive-through service or drive-up windows are allowed.
- (7) Owner Occupancy. Small-scale commercial infill uses may be allowed in a live-work, mixed use, or accessory commercial building if the business owner resides in a residential dwelling on site.
- (8) Hours of Operation. Small-scale commercial infill uses meeting the requirements of this section are permitted to operate between the hours of 7 a.m. and 10 p.m.
- (9) Neighborhood Compatibility. To protect residential neighborhoods from potential negative impacts from small-scale commercial infill uses, such as odors, smoke, and noise, the following equipment is prohibited:
- (a) Deep fryers (electric or gas powered);
 - (b) Open flame grill tops (charbroilers, flat-top grills, or similar equipment);
 - (c) Generators producing noise exceeding 55 decibels at the property line;
 - (d) HVAC compressors producing noise exceeding 55 decibels at the property line;
 - (e) Amplified sound systems such as outdoor speakers or PA systems; and
 - (f) Any other machinery, equipment, or tools producing noise that exceed 55 decibels at the property line.
- (10) Signage. Signage is limited as follows to ensure compatibility with adjacent residential uses.
- (a) Only one permanent exterior sign is permitted;
 - (b) Maximum size of the sign is six square feet or 3% of façade area, whichever is less;
 - (c) The sign must be mounted flush with the building façade;
 - (d) Internally and externally illuminated signs are prohibited;
 - (e) Window signage shall not cover more than 10% of the total window area;

- (f) Temporary window signs advertising products or services are prohibited;
 - (g) Monument or pole-mounted signs are prohibited;
 - (h) Moving, blinking, rotating, animated, or readerboard signs are prohibited;
 - (i) Feather banners, whirligigs, pennants, streamers, bunting, inflatable devices or similar attention-getting devices are prohibited.
- (11) Alternative Impact Study. A commercial applicant may request an exception to these standards by submitting an Alternative Impact Study demonstrating that the proposed development does not negatively impact the surrounding residential area. The study must include proposed mitigation measures, such as physical screening, landscape buffering, or other appropriate technologies, to reduce potential impacts related to vibrations, noise, light, smoke, and odor. All mitigation strategies must comply with the Stanwood Municipal Code.
- (12) Building and Landscape Maintenance. Small-scale commercial infill buildings and associated landscaping must be maintained in a safe, sanitary, and functional condition. Exterior surfaces must be maintained in good condition; free of cracks, warped materials, and peeling paint. Landscaping must be maintained in good health.
- (13) Examples of Small-Scale Commercial Infill development. The following examples are provided to demonstrate context-sensitive commercial development that fits within existing residential neighborhoods and supports walkability.
- (a) Conversion of a single-family home into a café, gallery, boutique, or small office;
 - (b) Construction of a small-scale corner commercial building;
 - (c) Construction of a small-scale mixed-use building with ground-floor commercial use and a residential use above;
 - (d) Construction of a live/work unit with a customer-facing commercial use on the ground floor; or
 - (e) Reuse of historic or vacant building for a neighborhood focused business.

Figure SMC 17.100.085(9) Examples of Small-Scale Commercial Infill Development



Source: City of Stanwood and the WA Department of Commerce

EXHIBIT G

Chapter 17.105 Off-Street Parking And Loading Standards

i Sections from chapter 17.105 that have been amended are included below. Sections that are not proposed to be amended are not included in this document.

17.105.020(2) General requirements.

i Updated 17.105.020(2) for compliance with RCW 36.70A.622 (Residential parking regulations), which requires parking spaces not to exceed 8 feet by 20 feet except for ADA stalls.

(2) For the purpose of these standards:

- (a) The minimum dimensions for each parking space for a nonresidential use are eight and one-half feet wide by 18 feet long.
- (b) The minimum dimensions for each parking space for a residential use are eight feet wide by 18 feet long.
- (c) The maximum dimensions for each parking space (except for designated handicapped spaces) are 10 feet wide by 20 feet long.
- (d) On a corner lot, a parking space may not be in the front or corner side yards.
- (e) No off-street parking space is allowed to back out directly onto any major or minor collector road, as designated in the city's comprehensive plan.

17.105.140(3) Minimum required off-street parking spaces.

i Added subsection (3) for compliance with RCW 36.70A.622 (residential parking regulation), which states, *"Parking spaces in tandem must count towards meeting minimum parking requirements at a rate of one space for every 20 linear feet with any necessary provisions for turning radius."* The definition for "tandem" is included in Chapter 17.20.

- (3) Parking spaces in tandem count towards the minimum parking requirement for residential development at a rate of one space per 20 linear feet with necessary provisions for turning radius.

- i** Added parking requirement for “co-living housing” consistent with RCW 36.70A.535 Co-living Housing. The definition for “major transit stop” is included in Chapter 17.20.
- i** Removed parking requirement for “boarding/rooming houses” because this use is now regulated as “co-living housing”. The remainder of the table was excluded and will be updated with the parking code updates in the future.

(4) Table 17.105.140(4) establishes the minimum off-street parking requirement for each type of use.

Table 17.105.140(4) Off-Street Parking Requirements

Use	Parking Requirement
Residential Development	
Boarding/Rooming Houses	1 space per bedroom
Co-living Housing	0.25 spaces per sleeping unit, except that no parking is required within one-half mile walking distance of a major transit stop

EXHIBIT H

17.148.040(6)(c) Transportation concurrency – Exempt development.

i Added subsection 17.148.040(6)(c) to exempt the addition of residential units within an existing building from transportation concurrency requirements when the requirements of SMC 17.25.165 (Conversion to residential use in an existing building) have been met. This change complies with RCW 35A.21.440.

(6) *Change in Use.* For the purpose of this chapter, a change in use is not exempt unless one of the following conditions apply:

- (a) If the applicant submits information demonstrating that the change in use has an equal or lesser impact on affected transportation facilities than the previous use, then the Public Works Director may determine that a certificate of capacity is not required; or
- (b) The change of use results in the addition of residential units within an existing building meeting the requirements of SMC 17.25.165.

EXHIBIT I

Updating table to be consistent with permitting process previously adopted by Ordinance 1543.

Table 18.220.030-1. Types of Review and Permit Groups

Group	Types of Permit or Decisions
1A	Zoning Interpretation, Code Enforcement, Home Occupation
1B	Single Family Building Permits (Bldg, Mech, Plumb), Fire, Accessory Dwelling Units, Floodplain, Manufactured Home Infill, Sign
1C	Multifamily $\leq <3$ 9 Units, Commercial / Industrial $\leq <12$ K SF, Mixed Use $\leq <4$ 9 Units, TN Public Facilities
1D	Wireless Communication Facilities (Small Cell, Co-Located, Minor Modifications)
1E	Parcel Combination, Boundary (Lot) Line Adjustment, Final Plat – <u>All Types, Binding Site Plan – Existing Development</u>
1F	Traffic Concurrency Evaluation, Water/Sewer Concurrency Evaluation, Encroachment (ROW), Right-of-Way, Grading <u>$\leq 1,000$ cubic yards</u>
2A	Zoning Interpretation, Code Enforcement, Home Occupation <u>SEPA Determinations Not Associated with Another Permit, Grading $\geq 1,000$ cubic yards</u>
2B	Minor Variances, Right to Farm, Waiver of 6-Year Forest Practice Moratorium
2C	Multifamily >40 <u>10 - 60</u> Units 44, Commercial / Industrial $> 12,001$ K SF – <u>30,000 SF</u> 44, Mixed Use <20 <u>10 - 60</u> Units 44, Reasonable Use, Shoreline Substantial Development, <u>Small Commercial Infill-Minor</u>
2D	Binding Site Plans – <u>1 - 9 Lots, Preliminary</u> Short Plats
3A	Appeals – Code Enforcement, Building Code, Administrative Decisions
3B	Conditional Use, Preliminary Plats, Cottage Plat, Offspring Subdivision, Essential Public Facilities, Major Variance, Shoreline Conditional Use Permit, Shoreline Variance, TN Residential Subdivisions, TN Mixed-Use Development, <u>Binding Site Plans – 10 Lots or More, Multifamily ≥ 61 Units, Mixed Use ≥ 61 Units, Commercial / Industrial $\geq 30,001$ SF; Small Commercial Infill-Major</u>
3C	Forest Practice Waiver - Nonresidential
3D	Wireless Communications Facilities – Mono Pole, Deviation
4A	Development agreements, Site-specific rezones

Table 18.230.020-1 Types of Review

	Type 1 Director decision without notice	Type 2 Director decision with notice	Type 3 Hearing Examiner decision	Type 4 City Council decision
Applications Subject to this Type of Review	• Single-Family Residential Building Permits • Fire Permits • Multifamily Residential or Mixed-Use Projects ≤ 9 Units • Commercial and industrial development ≤ 12,000 square feet • Accessory Dwelling Unit • Administrative Zoning Code Interpretation • Binding Site Plan – Existing Development • Boundary Line Adjustment • Code Enforcement • Concurrency Evaluation • Encroachment (ROW) Permit • Floodplain Development • Grading • Home Occupation • Manufactured Home Infill • Parcel Combination • Public Works Deviation Requests • Right-of-Way Permits	• Multifamily Residential or Mixed-Use Projects 10-60 Units • Commercial and Industrial Developments 12,000-30,000 Square Feet • Critical areas variance • Mixed-Use Developments > 20 Units • Minor Variance • Binding Site Plans – New Development • Reasonable Use Permit • Right to Farm • SEPA Determinations • Shoreline Substantial Development Permit • Short Plats • Waiver of 6-year forest practices moratorium • Small-Scale Commercial Infill - Minor	• Multifamily Residential or Mixed-Use Projects > 60 Units • Commercial and industrial development > 30,000 square feet • Conditional Use Permit • Preliminary Plat; Including PRDs, Cottage, and Offspring Subdivision • Essential Public Facilities • Shoreline CUP • Shoreline Variance • TN – Residential Subdivisions • Major Variance • TN – Commercial/Mixed-Use Projects • WCF Monopole • WCF Deviation • Code Enforcement Appeals • Building Code Appeals • Administrative Appeals • Small-Scale Commercial Infill - Major	• Development Agreement • Site-Specific Rezone

	Type 1 Director decision without notice	Type 2 Director decision with notice	Type 3 Hearing Examiner decision	Type 4 City Council decision
	• Sign • Technical Document Review • TN – Public Facilities • WCF Small Cell • WCF Co-Located • WCF Minor Modification			
Pre-App Conference	Optional	Optional	Optional	Optional
Notice of Application	No	Yes	Yes	Yes
Standard Comment Period	None	15 days	15 days	15 days
Shoreline Permit Comment Period	None	30 days / 2 notices	30 days / 2 notices	30 days / 2 notices
Recommendation By	None	None	Director	Hearing Examiner
Standard Public Hearing Notice	None	None	10 days	10 days
Shoreline Public Hearing Notice	None	None	15 days	15 days
Pre-Decision Open-Record Public Hearing	No	No	Yes, held by Hearing Examiner	Yes, held by Hearing Examiner
Decisionmaker	Director	Director	Hearing Examiner	City Council
Notice of Decision	No	Yes	Yes	Yes
Review Time Period	65 days	100 days	170 days	170 days
Local Appeal To	Hearing Examiner	Hearing Examiner	None	None
Local Appeal Hearing	Open-Record	Open-Record	N/A	N/A

EXHIBIT J

Findings of Fact and Conclusions

CITY OF STANWOOD
Planning Commission Findings of Fact and Recommendation



10220-270TH Street NW
Stanwood, WA 98292

City of Stanwood, Washington

Missing Middle Housing and Land Development and
Adjustments Code Amendment

Findings of Fact and Conclusions of Law

A. GENERAL INFORMATION

File Number(s): 25-0041 (Code Amendment)

Project Summary: Stanwood Unified Development Code: Missing Middle Housing
and Land Divisions and Adjustment Amendments

Applicant: City of Stanwood

Location: Applies Throughout the City of Stanwood Jurisdictional Limits

Staff Contact: Patricia Love, Community Development Director

B. BACKGROUND AND DESCRIPTION OF PROPOSAL

Through the 2023 - 2025 Legislative Sessions, Washington State legislators passed several new laws governing housing. These laws were enacted in response to the Washington State housing crisis declared by Governor and are intended to promote housing production and affordability. These laws include:

- Allowing additional housing units in existing buildings;
- Allowing two Accessory Dwelling units per lot;
- Requiring local governments to plan for and accommodate housing affordable to all economic segments of the population, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock;
- Requiring emergency shelters, transitional housing, emergency housing, and permanent supportive housing;
- Allowing co-living housing units in zones that allow 6 or more units per acre; and
- Allowing unit lot subdivisions to facilitate the sale of missing middle housing or accessory dwelling units on fee simple lots.

In 2025 the City initiated a code amendment process to amend its land use, subdivision, and roadway standards to integrate "missing middle" housing types—such as duplexes, triplexes, townhomes, and cottage housing into its land use code. The overarching goal of these amendments is to promote development flexibility that thoughtfully balances environmental stewardship with the need to provide housing options for a range of income levels.

The amendments provide a new approach to land development in Stanwood that emphasizes flexibility over rigid standards. Specifically, the proposed amendments recommend removing traditional bulk regulations—such as strict lot sizes, width, depth, and other dimensional requirements—in favor of a more adaptable framework that encourages creative site design and responds to market demand.

Key components of the proposed amendments include:

- **Missing Middle Housing:** Update the permitted use matrix with missing middle housing and STEP (Shelters, Transitional, Emergency and Permanent Supportive Housing) housing types.
- **Flexible Subdivision Design:** Developers would have the option to pursue alternative subdivision layouts that are better suited to site conditions and housing needs.
- **Reduced Lot Sizes and Setbacks:** While maintaining the city's adopted residential density standards, the amendments would allow smaller lots and reduced setbacks to encourage efficient land use and more housing types.
- **Amended Road Standards:** Amending street standards to meet planned densities for infill developments by providing greater site design flexibility and utilization of available land.

By shifting away from rigid dimensional standards, the changes are intended to remove regulatory barriers to sustainable, inclusive development while maintaining the City's goals for livability, environmental protection, and long-term growth management.

C. CODE AMENDMENT SUMMARY

The City of Stanwood is currently undertaking a comprehensive update to its zoning regulations, land division standards, and street design requirements to align its housing regulations with the goals outlined in the adopted Comprehensive Plan and with recent changes to state housing laws.

One of the primary goals of the proposed ordinance is to implement new policies that support the development of "missing middle" housing. The updated code is designed to

reduce regulatory barriers and provide more flexibility in the development process, thereby encouraging the actual construction of these much-needed housing units. By revising zoning and land use standards, the City aims to create an environment that not only allows for, but actively promotes, a greater range of housing choices.

In addition to housing-related updates, the ordinance also introduces changes intended to modernize and streamline the City's land division and street design standards. These updates will provide site development flexibility while maintaining underlying density standards. A more detailed summary of the proposed changes follows below.

1) Comprehensive Plan Implementation

- a. Revise code to implement new state requirements regarding the citing and regulation of:
 - i. Adding housing units in existing non-residential buildings;
 - ii. Accessory dwelling units
 - iii. Emergency shelters, permanent supportive housing, and shelters
 - iv. Co-living housing
 - v. Certain parking requirements related to missing middle housing types
- b. Revise code to support construction of "missing middle" housing types, such as duplexes, multiplexes, townhouses, and cottages.
- c. Add new provisions to allow limited commercial infill development on certain Uptown sites.
- d. Revise definitions in Title 17.20, as needed, to support new proposed code changes.
- e. Revise permitting procedures in Title 18 Division 2 Applications to support new proposed code sections.

2) Title 18 Division 4 Land Divisions and Adjustments

- a. Revise and add new code sections to implement new state laws relating to:
 - i. Unit lot subdivisions
 - ii. Zero lot line developments
 - iii. Split lot subdivisions
- b. Add new code sections to address city development priorities, including:
 - i. Lot size averaging
 - ii. Density transfer
 - iii. Model home development
- c. Update and move lot size and density standards from Title 17 Zoning to new section in Land Divisions and Adjustments chapter.
- d. Update definitions in Title 18 Division 1, as needed to support new proposed code changes.
- e. Add graphics and charts to illustrate code concepts.
- f. Overall, reorganize and streamline existing Title 16 Subdivisions into a new chapter that is easier to use, avoids confusing duplicate language, and conforms to state law.

- 3) Road Standards Amendments
 - a. Adopting new standards for shared driveways.
 - b. Allowing additional units on a private access road.
 - c. Allowing use of cul-de-sacs on infill development.

D. CODE AMENDMENT CRITERIA (SMC 17.155.090(2))

The city may approve zoning code text amendments per the following criteria:

(a) The purpose and desired effect of the proposed zoning code(s) are consistent with the Stanwood Municipal Code;

The integration of missing middle housing and updated land division and roadway standards that align with underlying zoning densities is fully consistent with the City of Stanwood's Municipal Code because it advances the City's land use goals of promoting livability, diversity, and efficient urban growth. The Municipal Code is structured to implement the vision and policies outlined in the Comprehensive Plan, which encourages the creation of a balanced housing supply that meets the needs of residents at all income levels and life stages. By facilitating missing middle housing, the City is enabling a more inclusive housing landscape that fits within existing neighborhoods without compromising community character.

Furthermore, allowing land divisions and roadway standards that reflect the underlying density permitted by zoning helps to fully realize the intended capacity of residential areas. This approach avoids unnecessary zoning barriers on development that could otherwise limit housing supply and affordability. It ensures that the City's remaining land supply is used as envisioned in the Comprehensive Plan and by the Growth Management Act. In doing so, the City upholds its regulatory framework while adapting to modern housing needs and complying with evolving state mandates aimed at increasing housing production.

(b) There is a positive relationship to the public health, safety and welfare of the community; and

The proposed updates to Stanwood's zoning, land division, and street standards are closely tied to the City's responsibility to protect and enhance the public health, safety, and welfare of its residents. By encouraging the development of missing middle housing, these codes expand access to a wider variety of housing types, making it more feasible for individuals and families of varying income levels, ages, and household sizes to live within the community. This helps support housing stability and improve overall quality of life—all of which are key components of public health and welfare.

In terms of safety, the revised standards ensure that new development occurs in a planned, organized manner. Predictable and transparent code standards promote equity and fairness in the development process.

Flexible land division standards also help to protect critical areas—such as wetlands, streams, and steep slopes—by allowing more adaptable site designs that concentrate development on suitable land while preserving sensitive environmental features. Rather than enforcing rigid lot layouts that may impact critical areas, flexibility enables clustering and creative lot configurations that avoid or minimize ecological disruption.

This approach supports compliance with the City’s critical areas ordinance and Growth Management Act requirements, while still allowing development consistent with underlying zoning densities. In short, land division flexibility balances housing and growth needs with the protection of Stanwood’s remaining natural resources.

(c) The proposed amendment is consistent with the Stanwood Comprehensive Plan.

Stanwood’s 2024-20244 Comprehensive Plan envisions a strong community that provides urban services while preserving its rural community heritage and unique natural environment. The Plan envisions a community with diverse commercial districts and a variety of housing types ranging from detached single family residential homes to mixed use commercial developments.

The proposed updates to zoning and unified development codes are designed to align with existing local and state policies and land use plans, including the Washington State Growth Management Act (GMA) and the Stanwood Comprehensive Plan (2024). The updates ensure that future development in Stanwood is compatible with the goals and policies expressed through the Comprehensive Plan, especially those seeking to increase development opportunities for a variety of housing types, commercial infill, and new options for lot configurations.

The proposed amendments align with the following Comprehensive Plan and housing policies:

<i>Comprehensive Plan Goals and Policies</i>	
Goal / Policy Number	Policy
Missing Middle Housing Policies:	
Land Use Policy 9.3:	<i>Allow a variety of retail, service, office, and other commercial uses as well as incentivizing mixed use, middle house,</i>

	<i>subsidized and affordable housing, senior housing and assisted living residential uses in the Uptown District.</i>
Housing Goal 2:	<i>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.</i>
Housing Policy 2.2:	<i>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.</i>
Housing Policy 2.3	<i>Allow for vertical and horizontal mixed-use housing units in addition to live-work housing units where appropriate.</i>
Housing Policy 2.4:	<i>Encourage moderate-density development such as townhouses, duplexes, triplexes, fourplexes, permanent supportive housing, apartments, condominiums, or other housing types to bridge the gap between higher-density residential areas to single-family residential areas to promote affordable housing ownership and rental opportunities.</i>
Housing Policy 2.6:	<i>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 infill housing types.</i>
Uptown Commercial Infill Policies	
Land Use Goal 9:	<i>Maintain and encourage further infill development of commercial and mixed-use structures in the Uptown District to support new jobs, retailer provided essential goods and services, and a variety of housing opportunities.</i>
Land Use Policy 9.8:	<i>Consider an amendment to the Municipal Code allowing small scale independently owned commercial uses along arterials in the uptown residential area to provide services that support the immediate needs of the neighborhood, support neighborhood livability and pedestrian-oriented needs such as commercial day cares, coffee shops, and personal services. Uses and buildings should be compatible with the associated neighborhood scale by considering parking, landscaping, building height, design, pedestrian access, and the appropriate permitting process. Strip malls, commercial chain businesses, or franchise</i>

Lot Development Flexibility Policies:	
Land Use Policy 4.3:	<i>Identify underdeveloped or underutilized lands and establish density lot size and road access standards that create incentives for infill development or redevelopment.</i>
Land Use Policy 4.4:	<i>Ensure Stanwood is able to accommodate growth targets by establishing zoning regulations that attract quality development from the housing and commercial markets.</i>
Housing Policy 5.5:	<i>Allow for density transfer methods, such as clustering and smaller lot sizes, when it would result in increased open space and protection of sensitive critical areas.</i>
Natural Features Policy 1.1:	<i>Adopt flexible and environmentally sensitive site design standards in order to meet the City's population, housing, and employment targets while protecting critical areas and their buffers.</i>
Natural Features Policy 1.3:	<i>Adopt on-site density transfer regulations, or other incentives, that allow for deviations to site development standards to meet the underlying zoning density while providing for the protection of critical areas and open space.</i>

Housing Action Plan

Goal	Implementing Initiative
Goal B: Promote a wider <i>variety of housing opportunities</i> for homeowners and renters.	Strategy 2: <i>Promote infill</i> development. Strategy 3: Allow for more <i>flexible</i> development of single-family residential housing units.

2025-2030 Strategic Plan

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

E. FINDINGS OF FACT

1. The Growth Management Act requires cities and counties update their comprehensive plans and regulations every ten years, including critical areas regulations.
2. The City of Stanwood adopted its 2024-2044 Comprehensive Plan on September 26, 2024.
3. After adoption of the Comprehensive Plan, the City began working on drafting supporting housing regulations consistent with the Comprehensive Plan and State Law.
4. In 2022 the City of Stanwood began a process to comprehensively update its municipal code to conform to current law and practices, eliminate conflicts, improve clarity and overall function of the municipal code, and reflect current city and best practices.
5. The City Council has opted to comprehensively revise and consolidate its zoning, subdivision and development regulations in a new Unified Development Code to be housed in Title 18 of the Stanwood Municipal Code.
6. The proposed amendments will delete the existing Title 16 Subdivisions and replace it with the new 18.400 Land Divisions and Adjustments.
7. Recent changes to the Growth Management Act mandates that cities like Stanwood adopt policies and regulations supporting missing middle and emergency housing within their urban growth boundaries.
8. The City recognizes a growing need for diverse housing types that accommodate residents of varying ages, income levels, and household sizes. "Missing Middle Housing" types offer alternatives to detached single-family homes and large apartment buildings.
 - a. The Comprehensive Plan encourages a range of housing types and infill development to reduce sprawl, protect rural lands, and promote walkable neighborhoods.
 - b. The purpose of this ordinance is to advance the City's goals for housing affordability and diversity by including Missing Middle Housing as a housing choice in the zoning use matrix.
 - c. These amendments align with the Washington State Growth Management Act (GMA), regional planning objectives, and Stanwood's adopted Comprehensive Plan.

9. The City finds that subdivision regulations must adjust to changing market trends and practices to allow flexible lot design solutions, especially in areas with environmental constraints, irregular lot shapes, or infrastructure limitations.
 - a. Allowing flexibility in minimum lot sizes, frontage, and lot dimensions supports more efficient land use and potentially lowers the cost of housing production.
 - b. Incorporating flexible subdivision standards supports creative layouts that preserve open space, protect critical areas, and improve neighborhood aesthetics.
10. Flexible road design standards that accommodate a variety of housing types and densities are essential for creating streets that respond to land and topographic constraints, rather than being limited by rigid vehicular design criteria.
 - a. Narrower roads reduce construction, maintenance, and stormwater costs, making new developments more affordable and environmentally sustainable.
 - b. Narrower local streets help calm traffic, support neighborhood livability, and encourage walkability by reducing vehicle speeds and increasing human scale.
11. Corner stores historically served as vital community anchors, providing daily necessities within walking distance of homes. Reintegration of this concept supports the City's goal of reviving neighborhood-scale commerce and mixed-use planning.
 - a. Corner stores contribute to complete neighborhoods by providing goods and services within walking distance, thus supporting environmental sustainability, reduced traffic congestion, and active lifestyles.
 - b. During the Corner Store Open House held on May 29, 2025, residents expressed interest in neighborhood amenities such as coffee shops, bakeries, and convenience stores, provided they respect residential character and scale.
12. In accordance with the City of Stanwood's commitment to transparency, community engagement, and stakeholder participation, a comprehensive public outreach strategy was implemented to support the development of policies and regulations concerning Missing Middle Housing and associated Land Development and Adjustments Code amendments. These efforts were essential in ensuring the proposed updates align with community goals and growth management requirements.
 - a. Public Open House – January 29, 2025: The City hosted a hybrid (virtual and in-person) open house to introduce the community to the concept of Missing Middle Housing and gather feedback on initial proposals.

- b. Meeting with Stanwood-Camano School District – January 29, 2025: A dedicated meeting was held with representatives from the Stanwood-Camano School District to discuss implications of land use changes on school enrollment, transportation, and infrastructure.
 - c. Joint Planning Commission and City Council Meeting – February 29, 2025: The Planning Commission and City Council held a joint public meeting to review the missing middle housing and land development flexibility options. This session allowed for comprehensive discussion and direction on policy alternatives and next steps.
 - d. Meeting with the Master Builders Association – April 30, 2025: City staff met with the Master Builders Association of King and Snohomish Counties to solicit industry input on the proposed regulatory changes. The meeting addressed feasibility, market conditions, and builder perspectives on housing diversity.
 - e. Corner Store Concept Open House – May 29, 2025: A second hybrid open house was conducted to present the Corner Store Concept, which aims to integrate small-scale commercial uses into residential neighborhoods. The event focused on land use compatibility, neighborhood-scale retail, and zoning refinements.
 - f. Farmers Market – June 6, 2025: Staff hosted a booth at the local farmers market that included the Corner Store Concept to gain additional public feedback on the proposed code amendment.
 - g. City Council Work Sessions – May 8 and June 26, 2025: The City Council held two work sessions to deliberate on draft ordinance language, review community and stakeholder feedback, and refine the legislative proposal. These sessions provided opportunities for in-depth policy discussion in a non-voting setting.
13. Pursuant to RCW 36.70A.106, the City submitted the proposed amendments for the 60-day review to the Washington State Department of Commerce on May 22, 2025. The 60-day review period was completed on July 21, 2025.
 14. The code amendment was circulated for public review on May 27 through June 10, 2025.
 15. The City received comments on the draft amendments from the Department of Commerce and the Master Builders Associate of King and Snohomish Counties and their comments were incorporated into the code amendment.
 16. A SEPA determination of non-significance for the draft ordinance was issued on May 27, 2025, and the comment / appeal period ended on June 10, 2025.
 17. The Stanwood Community Development Committee reviewed the draft ordinance at their January 2, April 3 and May 1, 2025, meetings and provided comments which were integrated into the amendments.
 18. The Stanwood Planning Commission held reviewed the ordinance on January 13, April 14, June 9, and May 12, 2025. They held a public hearing on ordinance on

July 14, 2025, and forwarded their findings of fact and conclusions recommending approval of the ordinance to the City Council.

19. The variety of forums—from open houses to technical meetings—ensured that the public, school officials, industry experts, and elected bodies contributed to shaping a responsive and inclusive set of housing regulations.
20. All persons desiring to either provide written testimony or speak for or against the ordinance were given the opportunity to do so.
21. Staff prepared a report summarizing the proposed code amendment. This report is part of the public record and was presented to the Planning Commission at the public hearing on July 14, 2025, for their consideration.

F. CONCLUSIONS OF LAW

1. The City of Stanwood has authority under RCW Title 35A, to adopt plans and regulations related to development and operations within the City of Stanwood.
2. Stanwood Municipal Code requires that the Planning Commission review and make recommendations to the Stanwood City Council regarding code amendments to the Zoning and Unified Development Codes.
3. On July 29, 2025, the Planning Commission public hearing notice was printed in the Stanwood Camano News and notices were sent to the party of record list and agency distribution list as required by law.
4. SEPA review was conducted on the proposal and a Determination of Nonsignificance (DNS) was issued per City Code and under WAC 197-11-340(2). No appeals of the SEPA determination were filed.
5. The proposal is consistent with the 2024-2044 Comprehensive Plan.
6. The proposal is beneficial to the public health, safety and welfare by ensuring future housing developments align with the City's Comprehensive Plan and Growth Management Act.
7. The proposed regulations support a more inclusive and adaptable community by encouraging missing middle and emergency housing options, simplifying land division, and allowing greater road design flexibility. Together, these measures help address housing needs, promote affordability, and support smart growth while preserving critical areas and neighborhood character.

8. After considering staff comments and public testimony, the Stanwood Planning Commission determined the draft code amendments are consistent with the Comprehensive Plan and should be adopted.

G. STAFF RECOMMENDATION

These efforts form the basis for the findings of fact and conclusions supporting the ordinances to amend the Unified Development Code and facilitate Missing Middle Housing in the City of Stanwood.

The Planning Commission hereby **ADOPTS** the Findings of Fact and Conclusions of Law contained herein and **AUTHORIZES** the Planning Commission Chair to sign the Findings on behalf of the Commission and recommend that the Stanwood City Council **APPROVE** the proposed amendments to the Stanwood Municipal Code.

Dated this 8th day of September 2025.



Patrick Hosterman, Planning Commission Chair
City of Stanwood

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING STANWOOD MUNICIPAL CODE (SMC) TITLE 18, UNIFIED DEVELOPMENT CODE, PART 1 – GENERAL PROVISIONS, PART 2 – APPLICATIONS, PART 3 – PERMITS, PART 4 – LAND DIVISIONS AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Stanwood has begun a process to comprehensively update its municipal code to conform to current law and practice; and

WHEREAS, the City of Stanwood recognizes the need to modernize its subdivision regulations to better reflect consistency with the 2024-2044 Comprehensive Plan housing goals and policies; and

WHEREAS, existing subdivision code provisions limit flexibility in lot design, creating potential barriers to subdivision design and housing types; and

WHEREAS, updating the subdivision code will allow for more diverse lot configurations that support efficient land use, environmental stewardship, and neighborhood compatibility; and

WHEREAS, the City is committed to promoting housing diversity and affordability by facilitating the development of "missing middle" housing types such as duplexes, triplexes, townhomes, and cottage housing; and

WHEREAS, the Growth Management Act (RCW 36.70A) requires jurisdictions to plan for a range of housing types and densities that meet the needs of all income levels, and to ensure that development regulations do not unduly inhibit housing production; and

WHEREAS, recent updates to state housing laws, including those adopted in the 2023 legislative session, mandate that local development codes support housing diversity and streamlined review processes; and

WHEREAS, updating the subdivision code will help ensure the City remains in compliance with state law and is eligible for state funding, technical assistance, and planning grants; and

WHEREAS, the City desires to align its subdivision regulations with the Comprehensive Plan goals for compact, walkable neighborhoods, infrastructure efficiency, and sustainable growth.

WHEREAS, this code amendment intends to eliminate conflicts, improve clarity and overall function of the municipal code, and reflect current city and best practices; and

WHEREAS, pursuant to RCW 36.70A.106, the City submitted the proposed code amendment for the 60-day review to the Washington State Department of Commerce on May 22, 2025. The 60-day review period was completed on July 22, 2025; and

WHEREAS, the code amendment was circulated for public review on May 27, 2025 through June 10, 2025; and

WHEREAS, the City received comments on the draft amendments from the Washington State Department of Commerce and the Master Builders Association of King and Snohomish Counties; and

WHEREAS, their comments have been incorporated into the amendments; and

WHEREAS, a SEPA determination of non-significance for the draft ordinance was issued on May 27, 2025, and the comment / appeal period ended on June 10, 2025; and

WHEREAS, the Stanwood Community Development Committee reviewed the draft ordinance at their August 7, 2025, meeting and has recommended that the City Council adopt the ordinance; and

WHEREAS, the Stanwood Planning Commission held a public hearing on ordinance on August 11, 2025, and forwarded their findings of fact and conclusions recommending approval the ordinance on _____, 2025; and

WHEREAS, all persons desiring to either provide written testimony or speak for or against the ordinance were given the opportunity to do so before both the Planning Commission and City Council; and

WHEREAS, the City Council held a public hearing and first reading of the draft code amendment on _____, a second reading on _____, and accepted public comment; and

WHEREAS, the City Council of Stanwood has authority under RCW 36.70A to adopt plans and regulations related to development and operations within the City of Stanwood; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Stanwood Municipal Code Title 16, Subdivisions, is hereby deleted.

Section 2. Stanwood Municipal Code Title 18 Part 1, General Provisions, is amended as provided in Exhibit A attached to this ordinance and incorporated herein by reference as if set forth in full

Section 3. Stanwood Municipal Code Title 18 Part 2, Applications, is amended as provided in Exhibit B attached to this ordinance and incorporated herein by reference as if set forth in full

Section 4. Stanwood Municipal Code Title 18 Part 3, Permits, is amended as provided in Exhibit C attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 5. Stanwood Municipal Code Title 18 Part 4, Land Divisions, is adopted to read as shown in Exhibit D attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 6. Sections of Stanwood Municipal Code Title 17, Zoning are deleted and amended as provided in Exhibit E attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 7. Stanwood Municipal Code 17.147, Recreation and Open Space Standards, is amended as provided in Exhibit F attached to this ordinance and incorporated herein by reference as if set forth in full

Section 8. Findings of Fact and Conclusions. In support of the amendment approved in this Ordinance the Stanwood City Council adopts the Findings of Fact and Conclusions attached hereto as Exhibit F and incorporated herein by reference and the analysis contained in the Staff Report on the amendments.

Section 9. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 10. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 11. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2025.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

EXHIBIT A

Title 18 Unified Development Code

Part 1 General Provisions

Chapter 18.100 General Provisions

18.100.050 Rulemaking Authority

- (1) Consistent with the intent of the Comprehensive Plan and this title, the Director may issue written rules as the Director deems necessary to carry out the provisions of this title. Such rules may include but are not limited to the following:
 - (a) Information to be required in the application, including, without limitation, proof of legal interest in the property, authority to sign the application, drawings, maps, data, and charts concerning land and uses and areas in the vicinity of the proposed development, and appropriate supplementary data reasonably required to describe and evaluate the proposed development and to determine whether the proposed development complies with statutory criteria under which it might be approved; and
 - (b) Requirements for the conduct and continuance of public hearings and the methods of providing public notice on projects and permits.
- (2) The Director may administratively determine the format and contents of permits, application forms, application checklists, additional information needs, and notices above and beyond the minimums set forth in this code.

Chapter 18.102 Definitions

- i** This chapter will be updated with every ordinance that adopts parts of the Unified Development Code. *Italicized text is instructions to the code reviser.*
- i** Definitions pertaining to Land Divisions and the contents of Part 4 have been moved here from Chapter 17.20. Appropriate portions of Title 17 will be redlined in separate documentation.
- i** New definitions have been added for compliance with unit lot subdivision requirements (RCW 58.17.060) and new lot split regulations.

The definitions below are added to the identified sections in this chapter.

18.102.010 Applicability

No change.

18.102.015 Rules of Interpretation

No change.

18.102.020 "A" Definitions

18.102.030 "B" Definitions

“Binding site plan” means a drawing to scale which:

- (1) Identifies and shows the areas and locations of all streets, roads, improvements, utilities, open spaces, and any other matters specified by the city of Stanwood;
- (2) Contains inscriptions or attachments setting forth such appropriate limitations and conditions for the use of land as established by the city;
- (3) Contains provisions for making any development be in conformity with the site plan; and
- (4) Contains provisions in which an applicant can offer for sale, lease, or transfer of ownership of lots, parcels or tracts.

“Boundary line adjustment” means the adjustment of boundary lines that does not create any additional lot, tract, parcel, site or division, nor creates any lot, tract, parcel, site or division which contains insufficient area and dimension to meet minimum requirements for width and area for a building site.

18.102.040 "C" Definitions

“Cluster development” means a division of land into lots, where certain design standards are modified to allow flexible lot size and configuration, in order to preserve of critical areas.

18.102.050 "D" Definitions

“Declaration of short subdivision” means a document signed by all persons having any real interest in the land being subdivided and acknowledged before a notary that they signed the same as their free act and deed. The declaration shall, as a minimum, contain the following elements:

- (1) A legal description of the tract being divided and all parcels contained therein;
- (2) A survey map;
- (3) If applicable, the restrictive covenants;
- (4) A statement by the signatory that he or she is, in fact, the owner of the property being subdivided;
- (5) An agreement by the signatory to indemnify the city for all costs or damages, including attorney’s fees, incurred by or charged against the city as a result of the signatory not being the owner of the property being subdivided;
- (6) A statement by the owner that the short subdivision is made with his or her free consent; and
- (7) A title report or plat certificate.

“Dedication” means the deliberate appropriation of land by an owner for the general and public uses, reserving to himself or herself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat or short plat showing the dedication thereon, and the acceptance by the public shall be evidenced by approval of such plat for filing by the city.

“Deed” means a written instrument under seal by which an estate in real property is conveyed by the grantor to the grantee.

“Density” means the number of permitted dwelling units allowed on each acre of land or fraction thereof.

Density, Gross. See “Gross density.”

Density, Net. See "Net density."

18.102.060 "E" Definitions

"Easement" means a right granted by a property owner to specifically named parties or to the public for the use of certain land for specified purposes. Where appropriate to the context, "easement" may also refer to the land covered by the grant. This may include access, pedestrian paths, bicycle paths, utility easements, drainage, open space, etc.

18.102.070 "F" Definitions

"Final approval" means the final official action taken by the city council on the plat, subdivision, or dedication, or portion thereof, which has previously received preliminary approval.

18.102.080 "G" Definitions

"Gross density," means the number of units that are permitted per gross acre of land proposed for development.

18.102.090 "H" Definitions

"Homeowners' association" means a private, nonprofit corporation of homeowners of a fixed area constituted for the purpose of owning, operating, and maintaining various common properties.

18.102.100 "I" Definitions

18.102.110 "J" Definitions

18.102.120 "K" Definitions

18.102.130 "L" Definitions

"Lot" means a fractional part of divided land having fixed boundaries and being of sufficient area and dimensions to meet minimum zoning requirements for width, depth, and area. This term shall also include tracts or parcels, but shall not include land divided for purposes of financing or taxation.

"Lot area" means the total horizontal area contained within the boundary lines of a lot.

"Lot depth" means the mean horizontal distance between the front and rear lot lines of a lot measured within the lot boundaries.

"Lot, parent" means a lot that is subdivided into lots or unit lots through a unit lot subdivision or lot split land division process.

"Lot of record" means an area or parcel of land as shown on an officially recorded plat or subdivision, or an area or parcel of land to which a deed or contract is officially recorded as a unit of property, or which is described by metes and bounds, or as a fraction of a section.

"Lot split" means the administrative process of dividing an existing lot into two lots in a residential zone for the purpose of gift, sale, lease, or transfer of ownership pursuant to this chapter.

"Lot split survey" means the final survey prepared for filing for record with the county auditor and containing all elements and requirements for a lot split under this section and any local regulations.

"Lot, unit" means a subdivided lot created from a parent lot and approved through the unit lot subdivision process.

“Lot width” means the mean horizontal distance between the side lines, measured at right angles to the side lot line. Where side lot lines are not parallel, the lot width shall be considered as the average distance between such side lot lines.

18.102.140 "M" Definitions

18.102.150 "N" Definitions

“Net density” means the number of units achievable per net acre of land proposed for development.

18.102.160 "O" Definitions

18.102.170 "P" Definitions

“Plat” means a map, plan, or layout of a subdivision of land, indicating the location and boundaries of individual properties.

“Preliminary plat” means an approximate drawing showing the layout of a proposed subdivision, including streets, alleys, lots and open space, and containing all elements required by this code. The preliminary plat shall be the basis for the approval or disapproval of the final plat.

“Final plat” means that map, plan, or layout of a subdivision of land which is filed after completing civil infrastructure improvements, accompanied by certifications that the improvements have been satisfactorily completed and are recorded with the auditor, and showing all elements required by this code and the RCW.

“Preliminary approval” means the official action taken on a preliminary plat, subdivision, project or dedication by the city. The applicant shall be entitled to final approval when all conditions attached to the preliminary approval are met or improvements have been provided.

“Private road” means an easement or parcel created to provide access from a public right-of-way to a private lot, the maintenance of which is the responsibility of the private lot owners having access thereto.

“Public street” means a street affording the principal means of access to abutting property, and dedicated to or maintained by the city of Stanwood, Snohomish County, or the state of Washington.

18.102.180 "Q" Definitions

18.102.190 "R" Definitions

“Right-of-way” means a street, alley, or other thoroughfare or easement, whether physically accessible or not, that has been permanently established or dedicated for the passage of persons or vehicles. Right-of-way must be reserved for public use unless vacated.

“Road, Private.” See “Private road.”

18.102.200 "S" Definitions

“Short plat” means the map or graphic representation of a short subdivision.

“Sidewalk” means that portion of a transition strip improved for pedestrian traffic in accordance with standards fixed by the public works director. “Transitions strip” means that portion of the public street abutting a tract of land lying between the traveled portion of the street and the property lines.

“Street” means a public thoroughfare which provides the principal means of access to abutting properties including an avenue, drive, boulevard, parkway, highway and any similar way, but not including an alley.

“Street line” means the dividing line between any street, road or other thoroughfare and the adjacent lots.

Street, Public. See "Public street."

"Subdivision" means the division of land into two or more lots, tract parcels, sites or other divisions of land for the purpose of transfer, sale, or lease and includes all resubdivision of land.

"Short subdivision" means the division or redivision of land into two to nine lots, tracts, parcels, sites, or divisions for the purpose of gift, sale, lease, or development.

"Long subdivision" means the division or redivision of land into 10 or more lots, tracts, parcels, sites, or divisions for the purpose of gift, sale, lease, or development.

18.102.210 "T" Definitions

"Tract" means an area of land. This term is used interchangeably with the term "lot" or "block," particularly in the context of subdivisions, where one "tract" may be subdivided into several lots or blocks.

18.102.220 "U" Definitions

"Unit lot subdivision" means the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

"Utilities easements" means rights-of-way that may be used by public utilities, including, but not limited to, electricity, water, natural gas, sewer, stormwater, telephone, and television cable for the construction, operation, maintenance, alteration, and repair of their respective facilities.

18.102.230 "V" Definitions

18.102.240 "W" Definitions

18.102.250 "X" Definitions

18.102.260 "Y" Definitions

18.102.270 "Z" Definitions

"Zero lot line home" means a residential development approach in which a building is sited on one or more lot lines with no yard area along these lot lines. Conceivably, three of the four sides of the building could be on the lot lines. The intent is to allow more flexibility in site design and to increase the amount of usable open space on the lot. Zero lot line homes may only be built within the context of a zero lot line subdivision.

EXHIBIT B

Title 18 Unified Development Code

Part 2 Applications

Chapter 18.230 Review Process

18.230.020 Types of Review

- (1) *No change.*
 (2) *No change.*
 (3) *No change.*

Table 18.230.020-1 Types of Review

	Type 1 Director decision without notice	Type 2 Director decision with notice	Type 3 Hearing Examiner decision	Type 4 City Council decision
Applications Subject to this Type of Review	• Single-Family Residential Building Permits • Fire Permits • Multifamily Residential or Mixed-Use Projects ≤ 9 Units • Commercial and industrial development ≤ 12,000 square feet • Accessory Dwelling Unit • Administrative Zoning Code Interpretation • Binding Site Plan – Existing Development • Boundary Line Adjustment • Code Enforcement • Concurrency Evaluation • Encroachment (ROW) Permit • Floodplain Development • Final Plat – <u>All Types</u> • Grading	• Multifamily Residential or Mixed-Use Projects 10-60 Units • Commercial and Industrial Developments 12,001-30,000 Square Feet • Critical areas variance • Mixed-Use Developments > 20 Units • Minor Variance • Binding Site Plans – New Development • <u>Preliminary Plat – Binding Site Plan</u> • Reasonable Use Permit • Right to Farm • SEPA Determinations • Shoreline Substantial Development Permit • <u>Preliminary Plat – Short Subdivision of All Types of 3-9 Lots</u> • Waiver of 6-year forest practices moratorium	• Multifamily Residential or Mixed-Use Projects Over 60 Units • Commercial and industrial development over 30,000 square feet • Conditional Use Permit • Preliminary Plat – <u>Long Subdivision of All Types</u> • Essential Public Facilities • Long Subdivision • Shoreline CUP • Shoreline Variance • TN – Residential Subdivisions • Major Variance • TN – Commercial/Mixed-Use Projects • WCF Monopole • WCF Deviation • Code Enforcement Appeals • Building Code Appeals	• Development Agreement • Site-Specific Rezone

	Type 1 Director decision without notice	Type 2 Director decision with notice	Type 3 Hearing Examiner decision	Type 4 City Council decision
	• Home Occupation • <u>Lot Split Subdivision</u> • Manufactured Home Infill • Parcel Combination • Public Works Deviation Requests • Right-of-Way Permits • Sign • Technical Document Review • TN – Public Facilities • WCF Small Cell • WCF Co-Located • WCF Minor Modification •		• Administrative Appeals	
Pre-App Conference	Optional	Optional	Optional	Optional
Notice of Application	No	Yes	Yes	Yes
Standard Comment Period	None	15 days	15 days	15 days
Shoreline Permit Comment Period	None	30 days / 2 notices	30 days / 2 notices	30 days / 2 notices
Recommendation By	None	None	Director	Hearing Examiner
Standard Public Hearing Notice	None	None	10 days	10 days
Shoreline Public Hearing Notice	None	None	15 days	15 days
Pre-Decision Open-Record Public Hearing	No	No	Yes, held by Hearing Examiner	Yes, held by Hearing Examiner
Decisionmaker	Director	Director	Hearing Examiner	City Council
Notice of Decision	No	Yes	Yes	Yes
Review Time Period	65 days	100 days	170 days	170 days
Local Appeal To	Hearing Examiner	Hearing Examiner	None	None
Local Appeal Hearing	Open-Record	Open-Record	N/A	N/A

(4) *No change.*

(5) *No change.*

EXHIBIT C

Title 18 Unified Development Code

Part 3 Permits

18.310.080 Bonds, Securities, and Other Assurance Devices

i This is existing, recently adopted SMC 18.310.080 with additions migrated from the Title 16 Subdivisions.

- (1) Applicability.
 - (a) The City may condition a permit approval to require the posting of suitable security to ensure that the conditions of permit approval, including performance and maintenance, are met to the satisfaction of the City.
 - (b) The City may allow an applicant for final land division to defer, for a fixed period, construction of site improvements required by the preliminary land division approval in exchange for the applicant's provision of suitable security. The decisionmaker on the final land division approval may determine the scope of the site improvements allowed to be deferred.
- (2) Suitable security may include, at the discretion of the decisionmaker, cash deposits, bonds, and assignment of banking accounts.
- (3) The City may impose a reasonable administrative fee to cover the City's costs of administering a bond or other security when such device is requested by the applicant. This fee may not be imposed when the City requires the provision of a particular form of bond or suitable security. Administrative fees may be proportional to the total amount of the bond or other suitable security.
- (4) If the improvements have not been constructed or maintained at the conclusion of the defined period, the City may pursue the bond funds to complete or maintain the improvements.
- (5) Assurance devices to ensure mitigation.
 - (a) An applicant may submit a request to defer installation of any, or a portion of, their mitigation as required by their permit approval where it is not feasible, practical, or effective prior to the City's final permit approval only when:
 - (i) seasonal or environmental factors affecting site conditions would result in low probability of plant survival;
 - (ii) project impacts occur in stages, and mitigation is only needed to align with specific phases of the project; or
 - (iii) compliance with regulatory requirements involves consultations or approvals from other agencies and cannot be finalized at the time of project approval.
 - (b) If approval is granted by the City, the applicant must provide financial assurance consistent with this section.
 - (c) Deferral may only be granted for up to 6 months, with one 6-month extension if the applicant provides reasonable justification for the delay.

- (6) Default amounts. Unless more specifically provided elsewhere, the default amount for assurance devices are described in this subsection. The decisionmaker may require a higher or lower amount based on the circumstances of the application.
- (a) The default amount for a performance bond is 150 percent of the cost of all improvements, including material and labor. The bond must be provided before final plat or occupancy, whichever is first, and must remain in place until improvements are accepted by the County.
- (b) The default amount, and duration, for a maintenance bond is shown in the table below.

Table 18.310.080-1: Maintenance Bond Default Amounts and Durations

Type of Construction	Default Amount	Duration
Utilities/frontage/fixed assets	30% of value	1 year
Landscaping	50% of cost of plants, irrigation, and labor	2 years
Critical areas	50% of value	5 years

EXHIBIT D

Title 18 Unified Development Code

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Part 4 Land Divisions and Adjustments

Chapter 18.400 General Provisions

i

This list combines RCW 58.17.010 and intent statements described in SMC 16.05.010 Purpose and SMC 16.05.050 Administration. A few textual changes have been made to

- convert to plain language,
- mention compliance with traffic concurrency,
- mention safe walks to schools and bus stops,
- list additional utilities above and beyond water and sewer
- specifically call out coordinated roadway construction for interconnected development
- mention compliance with the rest of the Title

18.400.010 Purpose

- (1) The purpose of Part 4 is to regulate the layout and construction of land divisions and adjustments to ensure that they:
- (a) Promote public health, safety, and welfare;

(b) Prevent overcrowding of land;

(c) Lessen congestion in the streets and highways;

- (d) Maintain compliance with transportation concurrency (SMC 17.148 Transportation Concurrency Management);
- (e) Promote effective use of land;
- (f) Promote safe and convenient travel by the public on streets and highways;
- (g) Promote safe walking to schools and school bus stops;
- (h) Provide adequate light and air;
- (i) Adequately provide for water, sewer, drainage, utility services, fire, police, and other city services;
- (j) Adequately provide for parks and recreation areas, schools, and other public requirements;
- (k) Provide for proper ingress and egress and coordinates roadway construction for interconnected development;
- (l) Receive expeditious review and approval when applications conform with City standards, plans, and policies;
- (m) Adequately provide for housing and commercial needs;
- (n) Require uniform monumenting and conveyancing by accurate legal description; and
- (o) Ensure compliance with all applicable requirements in this Title.

i This section originally included sections SMC 16.05.020 General scope, SMC 16.050.040 Mandatory regulations, and SMC 16.05.030 Specific Exemptions. However, it has been heavily edited for clarity, simplicity consistency, and for integration with Parts 1-3

18.400.020 Applicability

(1) Part 4 applies to Land Division and Land Adjustments.

(a) Land Divisions create two or more lots. Types of land divisions addressed in this chapter include:

- (i) Subdivisions;
- (ii) Unit Lot Subdivision;
- (iii) Lot Split Subdivision;
- (iv) Cottage Subdivision;
- ~~(v) Cluster Subdivision;~~
- (vi) Zero lot line Subdivision;
- (vii) Binding Site Plan.

(b) When the term “short subdivision” is used in this chapter, it refers to any subdivision resulting in 9 or fewer lots, which may include a cottage, ~~cluster~~, zero lot line, or unit lot subdivision resulting in 9 or fewer lots.

(c) When the term “long subdivision” is used in this chapter, it refers to any subdivision resulting in 10 or more lots, which may include a cottage, ~~cluster~~, or zero lot line subdivision resulting in 10 or more lots.

(d) Land Adjustments change the configuration of lots but do not create new lots. This includes:

- (i) Boundary Line Adjustment.

(2) Part 4 does not apply to:

- (a) Circumstances listed in RCW 58.17.040, with the exception of Boundary Line Adjustments (RCW 58.17.040 (6));
- (b) Divisions of land due to condemnation or sale under threat thereof by any agency or division of government vested with the power of condemnation; and
- (c) Any division of land for use solely for the installation of electric power, telephone, water supply, sewer service, or other utility facilities of a similar or related nature; provided, however, that any remaining lot or lots are consistent with the other requirements of this code.

i The following section was moved from SMC 16.50.010. It has been largely edited for consistency with relevant RCWs and for consistency with Title 13

18.400.030 Violations

- (1) RCW 58.17.300 prohibiting sale, offer for sale, lease, or transfer of any lot, tract, or parcel of land in violation of Chapter 58.17 RCW is incorporated by reference.
- (2) A violation of Chapter 58.17 is a gross misdemeanor and may also be enforced per SMC Title 13.
- (3) A violation of the regulations in Title 18 Part 4 may be enforced per SMC Title 13.

i The following subsection came from SMC 16.40.070 Alterations, vacations, and appeals (for binding site plans).

18.400.040 Changes, Amendments, and Replats

- (1) A minor change to an approved preliminary plan may be approved by the Director only if the change constitutes less than a 10 percent increase in the area or density of the approved plat and not have a significantly greater impact on the environment and facilities than the approved plat. All change requests not meeting these criteria, as determined by the Director, are considered a new application and must be reviewed in compliance with this Title.
- (2) Once a land division or adjustment has been recorded, any change to the approved plat or site plan requires an amendment. The application materials, procedures, review criteria, standards, etc., are the same as for an amendment as for the initial application. The application must include the signatures required by RCW 58.17.215, as applicable.
- (3) Within five years of approval, a short subdivision may not be further divided using the short subdivision process if the result would be ten or more total lots within the original short subdivision boundary. In these cases, a long subdivision process is required. Where there have been no sales of any lots in a short subdivision, the applicant may withdraw the short subdivision application and submit a new application. This section applies to any short subdivision type, including unit lot, cottage, cluster, or zero lot subdivisions.

18.400.045 Housing Diversity in Subdivisions

(1) Minimum Housing Type Diversity

- (a) **For subdivisions creating 20 -39 dwelling units, a minimum of two (2) different housing types shall be provided.**
- (b) **For subdivisions creating 40 or more dwelling units, a minimum of three (3) different housing types shall be provided.**

(2) Housing Type Definitions: Housing types may include, but are not limited to:

- (a) Detached single-family dwellings (standard or small-lot)
- (b) Cottage housing units
- (c) Duplexes
- (d) Townhouses, Maximum of three attached units per building

(3) Minimum Percentage Requirements

- (a) No single housing type may comprise more than 60 percent of the total units in the subdivision.
- (b) Each housing type must represent at least 10 percent of the total unit count.

(4) Distribution and Integration

- (a) Housing types shall be distributed throughout the subdivision in a manner that avoids clustering of a single type in isolated areas.
- (b) No more than five (5) dwellings of the same housing type shall be located directly adjacent to, or across from, one another. Where strict compliance is impractical due to overall project size, unit count, or site constraints, the Planning Director may approve a deviation allowing a greater number of dwellings of the same housing type. Any approved deviation shall demonstrate that housing types are still distributed throughout the subdivision in a manner that creates integrated neighborhoods and maintains diversity across blocks, streets, and sections.

18.400.050 Filing for Record

- (1) The applicant is responsible for filing and recording the subdivision final plat, lot split, binding site plan, or boundary line adjustment with the Snohomish County auditor.
 - (a) The final plat must show a certificate signed by the auditor showing the date, time, and place the final plat was filed for record.
 - (b) Approval of the final plat is null and void if the plat is not recorded within 30 days after the date the last required signature has been obtained.
- (2) The applicant is responsible for filing additional paper copies with the Snohomish County assessor and community development director. All required paper copies must bear the auditor's recording data.
- (3) The final plat must not be filed with the auditor until the treasurer has certified that all delinquent taxes and assessments on the property as of the date of filing have been paid.
- (4) The final plat must not be filed or recorded until after it is approved. Should a plat or dedication be filed or recorded without approval, the city attorney may apply for writ of mandate in the name of and on behalf of the city council directing the auditor and assessor to remove from their files or records the unapproved plat or dedication of record.

Chapter 18.402 Standards for Land Divisions and Adjustments

i This chapter (former SMC 16.10 has been revised to put all development and design standards in one place. We have moved bulk and use standards related to lot size, lot dimensions, and density to this chapter from SMC 17.30.

18.402.010 Purpose

(1) The purpose of this section is to regulate the layout and construction of land divisions and adjustments.

18.402.020 Applicability

(1) These standards apply to all lots created through a land division process or lots modified though a land adjustment process.

18.402.030 General Standards

- (1) Land divisions and adjustments must:
- (a) Preserve or enhance natural features of the site, including terrain, drainage, trees, and critical areas;
 - (b) Result in lot configuration appropriate for the location and contemplated use of land;
 - (c) Ensure the size, width, shape and orientation of each lot results in a satisfactory building site; and
 - (d) Comply with the provisions of this code and other applicable city standards.
 - (e) Avoid creating high terraces next to existing houses and neighborhoods.

18.402.040 Lot and Density Standards

(1) A land division or adjustment must conform to the bulk and dimensional standards in Table 18.402.040-1 Bulk Standards – Density and Lot Dimensions.

i Based on staff direction, the next table was derived from density and lot size standards listed in the following tables:

- 17.060.010 Residential Development Standards
- 17.060.030 Residential/commercial zone development standards
- 17.060.040 Commercial and industrial development standards
- 17.060.045 Public Facility development standards

The Title 17 standards listed here have been deeply edited to show simplified Density and Lot Size Standards. Minimum lot sizes have been simplified to 3,000 square feet.

Table 18.402.040-1 Bulk Standards – Density and Lot Dimensions

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- RES	TN-MU	DMU	NB	GC	PI	GI	PF
Maximum Density Max Number of Dwelling Units Per Gross Acre	5	6	8	10	20	20	20	20	N/A	See SMC 17.30.070 Residential Footnotes	See SMC 17.30.080 Footnote 5	N/A	N/A
Minimum Lot Area - Detached Residential Units Square feet - Unit Count Must Not Exceed Max Density See SMC 18.400.045 Housing Diversity in Subdivisions	5,000	5,000	5,000	3,000	3,000	3,000	3,000	3,000	N/A	N/A	N/A	N/A	N/A
Minimum Lot Area - Attached Residential Units Square feet - Unit Count Must Not Exceed Max Density See SMC 18.400.045 Housing Diversity in Subdivisions	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	N/A	N/A	N/A	N/A	N/A
Minimum Lot Area - Commercial and Industrial Lots	N/A	N/A	N/A	N/A	N/A	N/A	3,000	3,000	6,000	10,000	20,000	1 acre	5,000
Minimum Lot Width Feet - See SMC 18.402.040(2) for Lot With Variation Requirement	25	25	25	25	25	25	None	None	None	None	None	None	None
Minimum Lot Depth Feet	50	50	50	50	50	50	None	None	None	None	None	None	None

- (2) Lot widths shall not be less than 25 feet. For subdivisions containing ten (10) or more lots, a minimum of three (3) distinct lot-size categories shall be provided, with each category differing by at least ten (20) percent from the average lot size within the subdivision, and adjacent lots must vary in width by not less than ten (10) feet.
- (3) Lots of varying sizes shall be distributed throughout the subdivision in a pattern that avoids clustering of identical lot sizes.
- (4) Density standards cannot be changed through a variance.

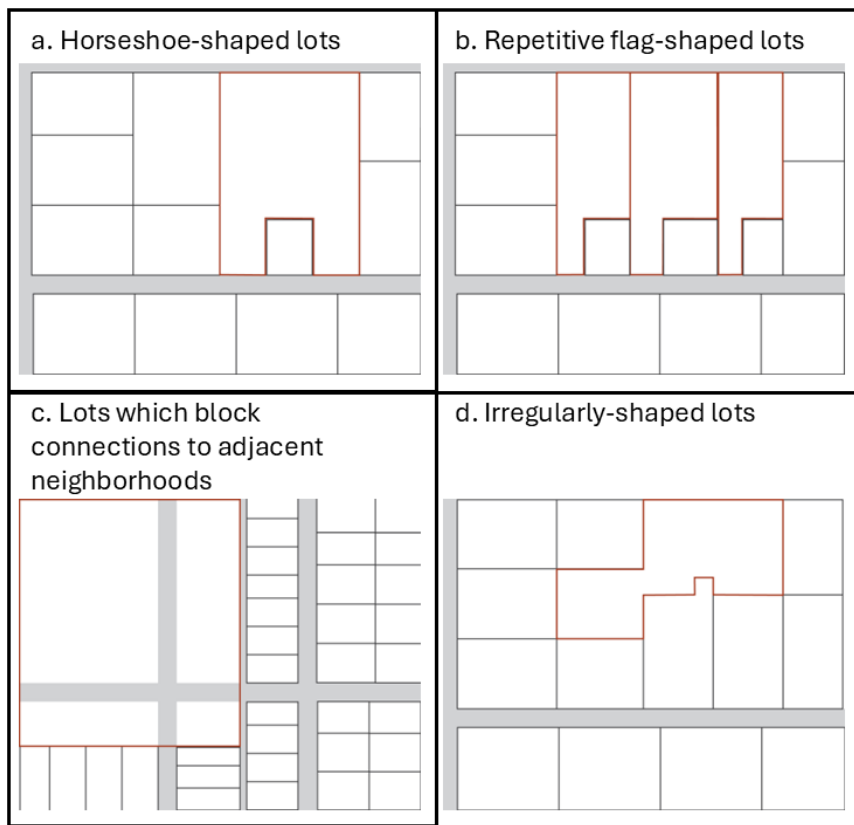
i The following standards are from the existing subdivision code with minimal changes. These are applicable to all zones.

- (5) 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 street and utility standards.
- (6) The area of an access panhandle is not included in the calculation of minimum lot area.
- (7) Side lot lines must be substantially at right angles or radial to street lines.
- (8) Double frontage lots are prohibited, 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.

i The following standard to avoid irregularly shaped lots is not new, but graphics have been added to illustrate examples of lot shapes the City will not permit, and language has been strengthened from “avoid” to “prohibited.”

- (9) Irregularly shaped lots are prohibited. Examples, including but are not limited to the following, are illustrated in Figure 18.402.040-1 Prohibited Irregularly Shaped Lots

Figure 18.402.040-1 Prohibited Irregularly Shaped Lots



i A second sentence has been added to the provision below to exempt unit lot subdivision child lots.

- (10) Lots within a short subdivision must be designed so that lots adjacent to major collector streets, as defined in the city's Comprehensive Plan, are not allowed direct access. The public works director may approve access as an exception to the above requirement; provided, that:
- (a) Sight distance is proven adequate utilizing the posted speed plus 10 miles per hour to calculate the safe stopping distance.
 - (b) The safety of the traveling public is not likely to be jeopardized.
 - (c) The applicant is able to show to the satisfaction of the public works director that a hardship would exist if access is not approved.

i The following provision prohibiting approval of plats in a flood control zone (SMC 16.20.070 Plats within flood zone) was moved here from the final plat section (SMC 16.20) to apply to all subdivisions.

- (11) 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.

i The following provision came from preliminary plat approval criteria, but it should be applicable to all lot creation and adjustments.

- (12) Lots must be buildable without the need for a reasonable use exception pursuant to SMC 18.800.180.

- (13) Lot sizes averaging.

- (a) Lot sizes may be averaged to accommodate unique site conditions and topography.

- (b) Underlying density requirements must be maintained.
- (c) Lots in the SFR 12.4, 9.6 and 7.0 zones cannot be any smaller than 4,000 square feet.
- (d) Lot size averaging must not be used to create additional lots.
- (e) Lot size averaging must not be used to create non-conforming lots.

i The following open space standards came from SMC 17.147 Recreational and Open Space Standards, 17.95.460 (Planned Residential Development) Open Space and Common Public Space, and 17.47.055 (Traditional Neighborhood Zoning District) Common Open Space sections. Sections have been edited to provide a consistent methodology and purpose for requiring both passive and active types of open space.

18.402.045 Street Design Standards

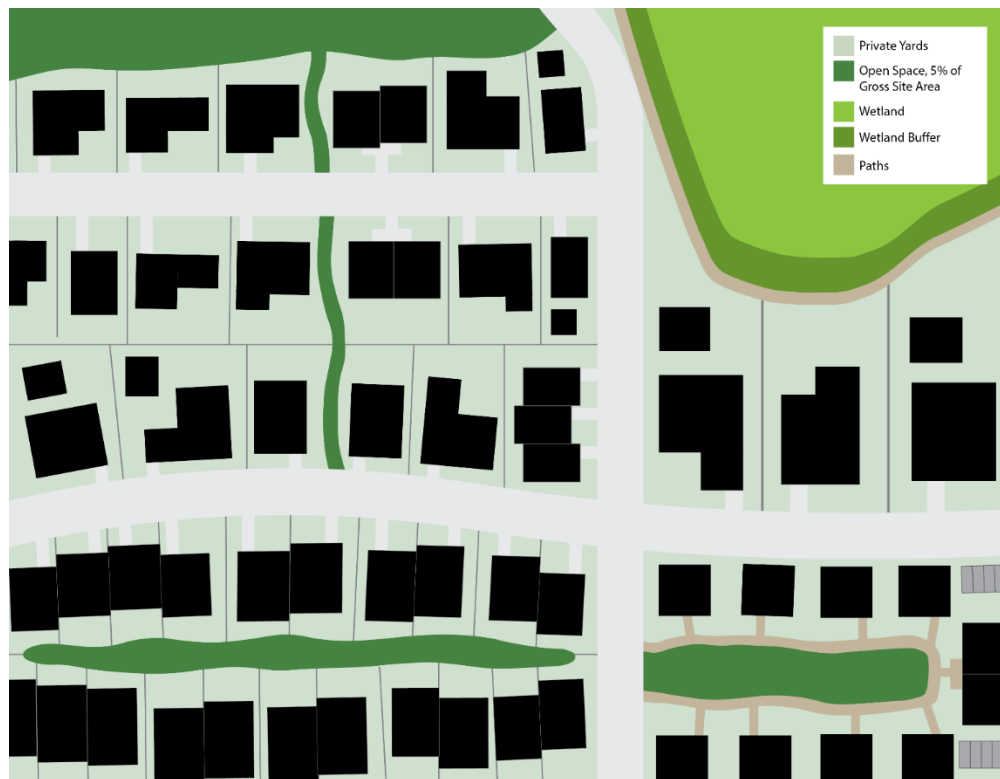
- (1) **Purpose. The purpose of these standards is to ensure that street design within subdivisions provides safe and efficient access, supports neighborhood character, and promotes long-term connectivity. By establishing clear roadway types and connection requirements, these standards are intended to facilitate housing diversity, reduce barriers to development, and create cohesive neighborhoods.**
- (2) **Types of Roadways**
 - (a) **Alleys are permitted in all subdivisions.**
 - (b) **Shared driveways may serve a maximum of three (3) dwelling units.**
 - (c) **Private roads may serve up to nine (9) dwelling units.**
 - (d) **Public roads shall be required for subdivisions serving ten (10) or more dwelling units.**
- (3) **Street Connectivity Requirements**
 - (a) **Roads in new subdivisions shall connect to existing or adjacent stub roads in neighboring subdivisions, where feasible.**
 - (b) **New stub roads shall be provided to adjacent vacant lands to ensure future connectivity.**
 - (c) **Dead-end roads are only permitted where connections to existing stub roads or adjacent vacant lands are not feasible due to physical or environmental constraints.**
- (4) **Public Road Standards**
 - (a) **Any road serving more than nine (9) residential units must be constructed to public road standards.**
 - (b) **This requirement includes roads that connect to existing stub roads, or provide new stub roads for future connections.**
 - (c) **All roadway design and construction shall conform to the City of Stanwood Street and Utility Standards, as amended.**

18.402.050 Open Space Standards

- (1) Purpose. The purpose of this section is to provide adequate open space accessible to residents of the development or to the public. Thoughtfully designed and distributed open space:
 - (a) Meets the needs of the residents and the public;
 - (b) Creates greenways and connectivity through a neighborhood;
 - (c) Connects the neighborhood to surrounding neighborhoods and to transit;
 - (d) Can be used to create residential pods or clusters; and

- (e) Along with setbacks, can be used to break up impervious surfaces where possible.
- (f) Figure 18.402.050-1 shows an example of how open space is distributed throughout a neighborhood. The wetland and wetland buffer do not count as open space.

Figure 18.402.050-1 Example of Open Space Distribution



- (2) Applicability. This section applies to open space required for all lots created through a land division process or lots modified through a land adjustment process. Types of open space include:
 - (a) Passive Open Space. Natural or less developed areas preserved for informal activities like walking, picnicking, or relaxing and enjoying nature. Passive open space can also provide greenway connections and paths that are natural and pleasant for pedestrians and cyclists to utilize.
 - (b) Active Open Space. Areas developed for structured recreational activities like sports fields, playgrounds, and organized events.
- (3) Space Requirements:
 - (a) Open space requirements are calculated as a percentage of gross site area.
 - (b) Open space requirements are distinct from critical area requirements and their buffers. Every residential development must protect all unmitigated critical areas and their buffers as separate tracts or Native Growth Protection Areas (NGPAs).

i From 17.47.055

- (c) If the subdivision is served by transit, a direct pedestrian connection must be provided between the open space and the transit stop.
- (d) Open space improvements must be provided during construction or bonded for prior to final plat approvals.

- (e) Deviations from open space requirements may be granted by the Director if alternative open space is determined to be an equivalent to the standards in this section.

i Requirements came from discussions with Planning Commission and a desire to combine and simplify disparate calculation methodologies throughout the code. These percentages align fairly well with existing open space requirements.

- (f) Open space requirements are as follows in Table 18.402.050-1

Table 18.402.050-1 Open Space Requirements

Subdivision Type	Open Space Requirements	
	Minimum Percentage of Gross Area	Required Ratio of Passive to Active Open Space
Unit Lot Subdivision	Zero	N/A
Lot Split	Zero	N/A
Subdivision up to 9 lots	3%	Combination of passive and active open space allowed
Subdivision 10 or more lots	5%	At least 50% must be active open space

- (4) Passive Open Space standards.

- (a) Minimum standards. Passive Open Space must provide bench seating, garbage receptacles, shade trees, and additional amenities.
- (b) Additional amenities can include:
- (i) Pea patches or community gardens.
 - (ii) Trails.
 - (iii) Landscaped courtyards.
 - (iv) Landscaped or preserved open space for privacy screening.

- (5) Active Open Space Facilities standards.

- (a) Minimum standards. The number of required active open space facilities depends on the total number of dwelling units approved for the residential project as follows in Table 18.402.050-2, Calculating Active Open Space Facilities Requirements.

i Numbers from this table came from 17.147.040 – though numbers for larger projects (over 100) have been consolidated for simplicity, as there is not a lot of large land area left in Stanwood to accommodate such large projects. Project with 51 + units will be required to provide a play structure.

Table 18.402.050-2 Calculating Active Open Space Facilities Requirements

Number of Approved Dwelling Units	Minimum Number of Required Active Open Space or Recreation Facilities
-----------------------------------	---

10-25	1
26-50	2
51-100	Playground Equipment and 1 additional Facility
101 +	Playground Equipment and 2 additional Facilities

(b) Active open space facilities can include:

- (i) Playground area that meets ASTM standards, consisting of four pieces of playground equipment including swings, slide, and climber, or a single piece of equipment that provides at least four activities;
- (ii) Picnic area, consisting of at least five picnic tables with benches, five barbeques, and five secured-in-place trash containers. This picnic area must have shade trees;
- (iii) Asphalt-paved hiking, jogging and/or biking trails;
- (iv) Multipurpose sport courts such as basketball, pickle ball or volleyball
- (v) Other creative recreational uses such as putting greens or fenced dog runs as approved by the Community Development Director.

i From section 17.147.050 Recreation area and facility standards, edited for clarity.

- (6) Open Space Landscaping Standards. Open space must provide sufficient natural or manmade screening to minimize negative impacts upon adjacent residences.
- (a) Open space areas may be consolidated into a single tract or in multiple tracts so long as the minimum tract size is 4,000 square feet.
 - (b) Open space must be graded, seeded, or paved by the developer during construction unless the Director approves maintenance of all or a portion of the open space in its natural state or with minor, specified improvements.
 - (c) Open space must be located on land that is relatively flat, dry, and capable of serving the purpose of this section.
 - (i) Steeply sloped lands may be appropriate for passive open space if they are properly treated and developed.
 - (ii) Floodplains or the tops of detention vaults may be used for multipurpose recreation uses or sport courts.
 - (d) All new vegetative material must be guaranteed per SMC Table 18.310.080-1, Maintenance Bond Default Amounts and Durations.
 - (e) Landscaping requirements for open space may be waived, modified, or reduced by the Director if there are safety concerns.

- (7) Accessibility. Open space must be located within a quarter mile of each dwelling unit, measured along walkways and sidewalks.

i From 17.147.060 Impact fee payment in lieu of recreation space and facilities

- (8) Impact Fee. A new subdivision must pay a park impact fee as established by SMC 3.34.106 and the latest adopted Capital Improvement Program, and the current fee schedule. When a new subdivision provides open space that meets the requirements of this section, a reduction in the impact fee may be approved by the Director. The amount of the reduction will not exceed the documented cost of the open space facilities required by this section.
- (9) Maintenance requirements.
- (a) Required open space shall be maintained under the control of a homeowner's association or similar organization.
 - (b) The person or entity identified as having the right of ownership and control of open space will be responsible for continuing upkeep and proper maintenance of open space.
 - (c) Off-street guest parking areas must be transferred to the ownership of a homeowner's association or similar legal entity for maintenance and repairs.
 - (d) Homeowner's associations or similar legal entities (association) must be established in such a manner that:
 - (i) Provision for the association is made before any lot in the subdivision is sold or any building occupied.
 - (ii) The association has clear legal authority to maintain and exercise control over open space.
 - (iii) The association has the power to compel contributions from residents of the subdivision to cover their proportionate share of the cost associated with the maintenance and upkeep of open space.
 - (iv) The maintenance and liability for open space must be a continuing responsibility of the association. If the association fails to maintain open space in an acceptable manner, the City of Stanwood will conduct, or will cause to conduct, necessary maintenance and bill the association for this work. If the association does not remit payment in a timely manner, the City will have the right to place a lien on the property owners that comprise the association.
- (10) Open Space Dedication. If open space is dedicated to the public, the City of Stanwood has the right to impose further specifications, approvals, or inspections to the open space based on the City's future needs or portions of the site to be used for public buildings.

18.402.060 Technical Standards for Subdivisions

- (1) Plat drawings must be prepared in accordance with the following standards:
- (a) Plat drawings must be designed using an engineering scale and produced at a readable size.
 - (b) Final plat drawings must be drawn in accordance with Snohomish County document format requirements for recording.
 - (c) Accuracy of all information included on the plat is the responsibility of the applicant.
 - (d) Additional drafting standards may be established by the Director.

i Permanent control monuments and survey standards were moved from Final Plat section per Ryan and Patricia's direction.

- (2) Permanent control monuments must be established at each and every controlling corner on the boundaries of the parcel of land being subdivided. The city must determine the number and location of permanent control monuments within the plat, if any.
- (3) The survey of the proposed subdivision and preparation of the plat must be made by or under the supervision of a registered land surveyor who must certify on the plat that it is a true and correct representation of the lands actually surveyed.

i Cross reference sections for streets, utilities, and easements have been consolidated into one section for simplification (combines SMC 16.10.020, 16.10.040, 16.10.050, and SMC 16.10.060). Incorporated into technical standards.

- (4) All projects must be developed as required in accordance with other provisions of this code and the city of Stanwood street and utility standards (Chapter 14.08 SMC).
- (5) All applicants for plat approval shall obtain a Plat Reservation Certificate from Snohomish County prior to applying for final plat review to the City.
- (6) Any plat filed for record must contain a certificate giving a full and correct description of the lands divided as they appear on the plat, including a statement that the subdivision has been made with the free consent and in accordance with the desires of the owner or owners.
- (7) All dedications of land pursuant to SMC 18.402.090 must be clearly and precisely indicated on the face of the plat. The following language must be inscribed on the face of the final plat:

All streets and parcels of land shown on this plat included for public use have been dedicated to the city of Stanwood to improve, maintain, or otherwise service the streets and/or land within or providing access to property described in this plat.

i The following provision came from SMC 16.20.080 Plats containing private streets. Incorporated into technical standards.

- (8) If a plat contains a private street or shared driveway, the following language must be inscribed on the face of the final plat:

The City of Stanwood has no responsibility to build, improve, maintain or otherwise service the private roads or driveways within or providing access to property described in this plat.
- (9) When park, playground, recreational, community, or other general-purpose areas are conveyed to a homeowner's association or similar nonprofit corporation, the following must be placed on the face of the final plat:
 - (a) Community area(s) (as identified on the map) must be designated as community open space to be owned and maintained in common for the benefit of all lot owners.
 - (b) The ownership interest in the community area(s) (as identified on the map) must be stated in the deed to each lot.
- (10) A statement similar to the following must be placed on the face of the final plat when park, playground, recreational, community, or other general-purpose areas have specific restrictive uses attached by the city council:

Community area(s) (as identified on the map) must remain in a substantially similar state to that approved with the preliminary plat. No clearing, grading, filling, or construction is allowed to occur within the tract(s) other than that specifically authorized by the city of Stanwood and the (name of plat) homeowner's association.

i This section comes from SMC 16.25 Dedication of Land of Plats and Short Plats. This has been made more general to apply to all plats.

18.402.070 Dedication of Land

- (1) All streets, highways, and parcels of land shown on the final plat and intended for any public use must be offered for dedication for public use, except where the provisions provide for private streets.
- (2) Streets intended for future use as access to adjoining properties must be dedicated and constructed even though their immediate use is not required.
- (3) Easements being dedicated must be indicated in the certificate of dedication and on the face of the plat.
- (4) If the plat includes a dedication, the certificate must also contain the dedication of all streets and other areas to the public, and individual or individuals, religious society or societies or to any corporation, public or private, as shown on the plat. A waiver of all claims for damages against any governmental authority that may be occasioned to the adjacent land by the established construction, drainage, and maintenance of said road must be stated. Said certificate must be signed and acknowledged before a notary public by all parties having any interest in the lands subdivided.
- (5) Every plat containing a dedication filed for record must be accompanied by a title report confirming that the title of the lands as described and shown on said plat is in the name of the owners signing the certificate.
- (6) An offer of dedication may include a waiver of right of direct access to any street from any property, and if the dedication is accepted, any such waiver is effective. Such waiver may be required by local authorities as a condition of approval. Roads not dedicated to the public must be clearly marked on the face of the plat. Any dedications, donation, or grant as shown on the face of the plat must be considered to all intents and purposes as a quit claim deed to the said donee or donees, grantee or grantees, for his, her, or their use for the purpose intended by the donors or grantors as aforesaid.
- (7) If the public interest will be served thereby, the city may, in lieu of requiring the dedication of land in a subdivision for protective improvements, drainage ways, alleys, sidewalks, parks, playgrounds, recreational, community or other general purposes, allow the said land to be conveyed to a homeowner's association or similar nonprofit corporation.

18.402.080 Standard Plat Notes

i This is a new section where standard plat notes are listed. Code has been edited for clarity

- (1) Standard Preliminary Plat Notes. Add all applicable notes to the face of the preliminary plat.
 - (a) All easements associated with the final plat, including recording number(s), must be identified on the final plat map.
 - (b) All lot corners must be installed with rod and cap prior to final plat approval.
 - (c) Prior to final plat approval, lot closures must be provided to the City for review. The applicant is responsible for all costs associated with the peer review of the final plat map, legal descriptions, and/or lot closures.
 - (d) "Refer to Auditor Recording Number" must be shown on the recording block section of the plat map.

- (e) The title block on the final plat must have the names of all of the legal owners of the property named on the plat and the name of the surveyor or engineering firm that prepared the final plat map.
 - (f) Private maintenance agreements for [private roads, parks, drainage, Native Growth Protection Areas,] or other shared facilities must be prepared and recorded with the final plat. A note must be added to the face of the plat that describes the ownership and maintenance responsibilities and references to associated recorded documents such as easements or Covenants, Conditions, and Restrictions (CC&R's).
 - (g) The final plat map must note if the plat was approved as a [Cottage, Cluster, Unit Lot, Zero Lot Line, Mixed-Use or Traditional Neighborhood Development] which allows reduced setbacks or lots sizes other than that required by the underlying zoning district.
 - (h) A minor change to an approved preliminary plan may be approved by the Director only if the change constitutes less than a 10 percent increase in the area or density of the approved plat and not have a significantly greater impact on the environment and facilities than the approved plat. All change requests not meeting these criteria, as determined by the Director, are considered a new application and must be reviewed in compliance with SMC Title 18 Part 4, Land Divisions and Adjustments.
 - (i) Preliminary plat approval authorizes the applicant to proceed with application for necessary permits to construct the required improvements and to prepare construction drawings in accordance with the determinations made and conditions imposed.
- (2) Standard Final Plat Notes. Add all applicable notes to the face of the final plat.
- (a) No further division of any lot is allowed without submitting for a new subdivision.
 - (b) The use and development of the property included within this plat are governed by the Conditions of Approval imposed through City of Stanwood Case Number [Insert Case Number] are binding upon the land until that approval is amended, revoked or expires.
 - (c) Building setbacks for the lots contained within this plat are for illustrative purposes only. Applicants should have their setbacks verified by the Director prior to submitting building permit applications and plans.
 - (d) No lot created by this plat may be re-subdivided for a period of five (5) years from the date of final plat approval without the submission and approval of a formal subdivision pursuant to all provisions of the Stanwood Municipal Code and the Street and Utility Standards and Specifications.
 - (e) All property contained herein this plat and future owners are subject to the Covenants, Conditions and Restrictions (CC&R's) recorded under recording number [Insert Recording Number]. Any proposed modifications to the recorded CC&R's that directly affect the conditions of approval of [Insert Project Name and Permit Number] or any publicly owned infrastructure (such as roads, stormwater or utilities) will be approved by the City of Stanwood prior to the Homeowners Associations Board approval.
 - (f) The property as described herein is located within the 100 year floodplain and is subject to the floodplain development standards contained in the Stanwood Municipal Code.
 - (g) All landscaped areas in the public rights of way must be maintained by the HOA or their assigns and may be reduced or eliminated if deemed necessary for or detrimental for city road purposes.
- (3) Standard Boundary Line Adjustment Plat Notes. Add all applicable notes to the face of the final plat.

18.404.090 Model Homes

i The following section on Model Homes is new, as requested by City Council. It is based on code found in neighboring jurisdictions and limits the number of model homes to 4.

- (1) Purpose. The purpose of this section is to permit the construction of model homes or a sales office in a Subdivision on an approved preliminary plat, prior to final plat approval. Allowing model homes reduces the time between final plat approval and occupation of showable units. Nothing in this subsection will be construed as permitting residential occupancy of the model homes prior to final recording. This subsection will not be construed to supersede or amend the purpose of this chapter or Title.
- (2) Eligibility. A subdivision having received preliminary plat approval is eligible to submit a permit for model homes or a sales office, provided the following criteria are met:
 - (a) The applicant has submitted and received approval of civil construction plans.
 - (b) Lot property corners of all lots proposed to be used for the model home and sales office have been set by a licensed, professional land surveyor in accordance with the preliminary plat lot configuration.
 - (c) Setbacks for the model homes and sales office must be measured from the proposed lot lines per the preliminary plat approval.
 - (d) The following infrastructure providing access to or supporting the model homes and sales office has been installed consistent with conditions of preliminary plat approval, in accordance with the City's adopted standards and specifications, and meeting the approval of the appropriate City department:
 - (i) Fire access and fire protection requirements.
 - (ii) Road access from an existing public right-of-way.
 - (iii) Street signs.
 - (iv) Final road alignment, subgrade, and first lift of asphalt.
 - (v) Completion of frontage improvements including driveways, sidewalks, curb, gutter, utilities, lighting, and ADA complaint facilities.
 - (vi) Retention and detention facilities.
 - (e) All critical areas on or immediately adjacent to the areas of the subdivision serving the model homes and sales office have been protected or mitigated, in accordance with adopted critical areas regulations and preliminary plat approval.
 - (f) All impact fees and facilities charges have been paid.
 - (g) Execution of an agreement with the City saving and holding it harmless from any damages, direct or indirect, as a result of the approval of the construction of model homes and a sales office on the site.
 - (h) An instrument recorded against the parcels containing the model homes or sales office stating "Model homes or sales office are subject to removal should the preliminary plat not receive final plat approval, or the approval period has expired." This instrument must remain in effect until the plat is recorded or the model homes and sales office are removed.
 - (i) Compliance with SMC 17.112 Architectural Design Standards
- (3) Application requirements. In addition to the general requirements in SMC 18.220.030, Application Contents, the following information is required.
 - (a) Narrative, site plans, approvals, and official documentation to demonstrate compliance with all eligibility criteria in this section.

- (b) Name of approved preliminary plat.
 - (c) Parent tax parcel numbers involved in the complete development;
 - (d) Date of preliminary plat approval;
 - (e) Date of preliminary plat approval expiration;
 - (f) Copy of the preliminary plat approval;
 - (g) Overall site plan showing the preliminary plat, including phases (if applicable), and the location of all proposed model homes and the sales office;
 - (h) Parking configuration;
 - (i) Utility connections easements;
 - (j) Individual site plans showing the location of the model homes and sales office in relation to the property lines and setbacks consistent with the preliminary plat approval;
 - (k) Submittal of financial securities for bonding, described in section (6) below;
 - (l) Payment of all permit fees as set forth in the city's adopted fee resolution.
- (4) Occupancy Limitations.
- (a) A model home must not be occupied for residential use prior to recording of the final plat. No model home will be sold, leased, rented or otherwise transferred in ownership until the final plat is recorded.
- (5) Number of Units.
- (a) The number of model homes may not exceed 4.
 - (b) The number of sales offices may not exceed 1. If a sales office is included, it will be counted as one of the 4 allowable model homes.
 - (c) No new dwelling units other than model homes will be permitted within the approved preliminary plat prior to final plat approval and recording.
- (6) Bonding. The owners must post a bond in a form acceptable to the city attorney in an amount sufficient to:
- (a) Remove the model homes or sales office buildings or any portion thereof; and
 - (b) Restore the site to conditions as existing prior to the construction of the model homes or sales office.
- (7) Modifications.
- (a) Any modification proposed to an approved preliminary plat due to the subsequent placement of a model home will be processed according to SMC Title 18 Part 2 Applications.
 - (b) No variances will be allowed.
- (8) Conversion. A sales office must be converted to a residential unit prior to certification of occupancy for residential use.
- (9) Removal. The model homes, sales office, and all associated improvements must be removed within six months of any of the following events:
- (a) Preliminary plat approval has expired and no extension has been granted;
 - (b) The subdivision was denied final plat approval..

i The following new section provides exceptions for setback and lot size standards for lots created using the unit lot subdivision process. Lots created through unit lot subdivision could be sold fee simple, including

housing types such as cottages, townhouses, or DADUs. This type of subdivision must be allowed as a short plats procedure, per new state law.

i The following section has been updated to meet the requirements of RCW 58.17.060.

18.402.100 Unit Lot Subdivision Standards

- (1) Purpose. The purpose of this section is to allow development on individual unit lots to deviate from dimensional standards if the parent lot conforms to all applicable development standards.
- (2) Applicability. This section applies to the creation of unit lots, for the purpose of sale or lease, from a legally established parent lot.
- (3) Standards.
 - (a) No more than three units can be created using the unit lot subdivision process.
 - (b) Within a unit lot subdivision, individual unit 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.
 - (c) Internal side lot line setbacks between individual unit lots may be reduced to zero feet where attached units or zero lot line developments are proposed, subject to the International Building Code.
 - (d) Subsequent modifications may not create a nonconformity in the parent lot.
 - (e) 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.
 - (f) All common areas must be identified and managed by a home owner's association or collectively by the owners of the individual unit lots.
 - (g) The recorded unit lot subdivision, in addition to the requirements of SMC 18.400.050, must include:
 - (i) The title of the plat must include the phrase, "Unit Lot Subdivision."
 - (ii) A note limiting further subdivision of each unit lot. This note must state 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.

18.402.110 Lot Split Standards

- (1) Purpose. The purpose of this section is to provide a simple, administrative process for splitting residential lots, supporting property owners' rights, and promoting flexible housing options.
- (2) Applicability. This section applies to lot splits.
- (3) Standards.
 - (a) The parent lot must be located in a residential zone.
 - (b) No more than one new lot is allowed to be created by lot split.
 - (c) Both the parent lot and new lot must meet the minimum lot area established by SMC 18.402.040, Lot and Density Standards.
 - (d) No private roads are allowed to be created by lot split; shared driveways are allowed.

- (e) The recorded lot split survey, in addition to the requirements of SMC 18.400.050, must include:
 - (i) A statement on the face of the survey that further lot splits of the parent lot and new lot are not permitted.
- (f) Frontage and utility infrastructure improvements shall be provided per the city's Street and Utility Standards but may be deferred till building permit issuance.

i The following standards apply to BSPs. This is based on 16.40.040 Standards. These were previously grouped with final plat review criteria. Moved here in response to comments.

18.402.120 Binding Site Plan Standards

- (1) Purpose. The purpose of this section is to ensure all lots within a binding site plan continue to function as one site as it pertains to design, access, utilities, improvements, and other elements as specified in this code.
- (1) Applicability. This section applies to binding site plans.
- (2) Standards.
 - (a) Design with Environment. The design and development of binding site plans must preserve the natural drainage, existing top soil, trees, natural vegetation, and wetlands to the maximum extent possible. Information generated through the environmental review process will be used in designing the development in such a way as to mitigate potential adverse environmental impacts.
 - (b) Development with Existing Structures. In reviewing any project, all existing structures must comply with the standard of this title and zoning code requirements. However, if the structures are nonconforming, the applicant must bring the project into compliance to the maximum extent possible. This title does not allow the applicant to make a structure more nonconforming.
 - (c) Outdoor Storage. Outdoor storage areas must be obscured from view from all streets and residential-zoned property with landscape or material screening.
 - (d) Signs. All signage must be integrated into the building design and the overall binding site plan. Signage must conform with Chapter 17.110 SMC, Sign Standards.
 - (e) Pedestrian Access. All binding site plans must provide for integrated pedestrian access between lots.
 - (f) Easements. Permanent easements must be provided for utilities and other public services when requested by the city.
 - (g) Underground Wiring.
 - (i) It is the intent of this provision to eliminate insofar as possible the installation of overhead wires and of wire carrying poles being henceforth developed under this title.
 - (ii) All projects must have all power lines, telephone wires, television cables, fire alarm systems and other communication wires, cables or lines placed in an underground location either by direct burial or by means of conduit or ducts with the exception of the fire alarm system, providing service to each lot or potential building site in the plat.
 - (iii) All such underground installations or systems must be approved by the appropriate utility company and adhere to all governing applicable regulations including, but not limited to, the city and state applicable regulations and specific requirements of the appropriate utility.

- (iv) If the appropriate utility company determines that an underground system as proposed above cannot reasonably be installed according to accepted engineering practices, this requirement may be waived upon receipt of a written notice from said utility to the city engineer.
- (v) All utility easements within a proposed binding site plan must be approved by the appropriate utility company before final acceptance of the binding site plan and must be shown in their exact location on the final drawing of said plan.
- (vi) Nothing in this section or any other section of this title in relation to underground wiring will apply to power lines carrying a voltage of 15 KV or more, nor may it be construed to prohibit the placement of padmounted transformers, terminal pedestals, or other electrical and communications devices above ground, as determined by the appropriate utility involved.

i The following is a placeholder for standards for cottage subdivisions. Standards for this section have been moved here from Title 17.95.450 Residential Performance Standards for Cottage PRDs, and then edited for clarity and consistency

18.402.130 Cottage Subdivision Standards

- (1) Purpose. The purpose of this section is to establish standards for the development of cottages through the subdivision process.
- (2) Applicability. This section applies to cottage subdivisions.
- (3) Standards:
 - (a) The maximum density may be increased to 10 dwelling units per gross acre in the SR 12.4, SR 9.6, and SR 7.0 zones.
 - (b) The maximum building area is ~~1,200~~ **1,500** square feet. Garages are not counted against the ~~1,200~~ **1,500** square foot building area.
 - (c) **Front Porch Requirement for Cottage Housing Units:**
 - (i) **Porch Requirement. Each cottage housing unit shall include a covered front porch oriented toward a street, common open space, or pedestrian pathway.**
 - (ii) **Minimum Size. The porch shall have a minimum floor area of sixty (60) square feet, with no dimension less than six (6) feet, to ensure it can accommodate a small table and at least 2 chairs.**
 - (iii) **Location. Porches shall be located at the primary entrance of the dwelling and shall be visible from the street or common area to encourage neighborhood interaction.**
 - (d) The minimum street frontage for a lot in a cottage subdivision is 35 feet. Up to 10 percent of the lots in a cottage subdivisions may have a minimum street frontage of 20 feet, but no more than two adjacent lots may use this reduction.
 - (e) The minimum driveway length is 20 feet.
 - (f) Driveways may not be required if grouped parking is available. Grouped parking must meet the standards for multifamily parking in Chapter 17.105 SMC.
 - (g) Developments shall include a minimum of four small detached single-family homes located together in a neighborhood format around common open space. The amount of open space shall provided per SMC Table 18.402.050-1, Open Space Requirements.

- (h) The Director may require provisions for future connections to adjoining developments.

18.402.140 Cluster Subdivision Standards

(1) Purpose. The purpose of this section is to:

- (a) Allow clustering to achieve the maximum allowable density on developable land, while preserving critical areas and other pervious surfaces.
- (b) Achieve lot area reduction to protect the natural environment and encourage economically viable subdivisions.
- (c) Encourage a sense of community within residential development while protecting the natural environment and any critical areas and integrating open space as privacy or landscaped separations.
- (d) 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.

(2) Applicability. This section applies to all land divisions and adjustments in residential zones.

(3) Standards. In addition to the requirements of the underlying zone, cluster subdivisions are subject to the following requirements:

- (a) A combination of single detached and attached dwellings may be built in a cluster subdivision.
- (b) The minimum lot area of the underlying zone may be reduced by up to 50% to provide additional open space within the development. The underlying zoning density must be maintained.
- (c) The underlying zone's maximum building coverage may be increased up to 45% of the lot area.
- (d) Critical areas and their buffers must be placed in a critical area tract or similar protection method acceptable to the City.
- (e) Open space must be integrated within the cluster development rather than be a dominant element of the project (e.g., where all units face a central, shared open space).
- (f) Open space should be provided by using a variety of techniques, which could include:
 - (i) Dispersed, smaller areas of common or shared space;
 - (ii) Landscaped areas for privacy between residential buildings; or
 - (iii) Multiple pods of open space, distributed throughout the site.

18.402.150 Zero Lot Line Subdivision Standards

(1) Purpose. The purpose of this section 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 residential character of the development is maintained.

(2) Applicability. This section applies to **duplexes and townhouse** zero lot line subdivisions only. ,where a dwelling unit or garage is built to one or more property lines in a residential zone. **Detached residential developments shall apply the traditional or cottage standards.**

(3) Standards.

- (a) One side yard setback from an internal lot line may be reduced to zero feet, provided that the opposite side yard setback is a minimum of 10 feet.

i The following requirement is based on the existing code SMC 17.95.450 Cottage PRDs, which requires 20ft setbacks from internal private access streets.

- (b) Front yard setbacks from internal private access streets and/or driveways shall comply with SMC Chapter 17.60 Zoning Standards Tables.
- (c) Existing developments of detached condominiums or common wall townhouses that do not meet the City's setback requirements are permitted if converting to fee simple lots through a land division process meeting the requirements of this Title.

i The following requirement (d) is based on Issaquah's zero lot line requirements found in **IMC 18.350.010**. This is an option to provide maximum privacy between units but may be overly restrictive.

- (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, fireplaces, balconies, or any other protrusions beyond a building's wall on a zero lot line structure must not project over the interior side property line.
- (f) Lots intended for a zero lot line home must be noted on the plat, together with minimum side setback areas and maximum building envelopes.

18.402.160 Condominiums

Condominiums must meet the provisions of RCW Chapter 64.34, Condominium Act

i The following chapter "Subdivision Process" combines SMC 16.15 Preliminary Plats and SMC 16.20 Final Plats. This section can probably be reorganized to be less redundant. Application procedures are moved to Title 18 Part 2 Applications.

Chapter 18.404 Subdivision Process

18.404.010 Applicability

This chapter applies to each subdivision type, including all short subdivisions and long subdivisions.

18.404.020 Subdivision Procedures for Review

- (1) A preliminary plat or final plat application must be submitted, processed and reviewed in accordance with the procedures established in SMC Title 18 Part 2, Applications.
- (2) A subdivision is a three part process prior to building and construction, including:
 - (a) Preliminary plat review;
 - (b) Civil construction plan review;

- (i) The applicant may submit an application for civil construction plan review after a complete preliminary plat application has been submitted in accordance with SMC 18.230.050.
- (c) Final plat review.
 - (i) The applicant may submit the final plat application after the preliminary plat is approved. Submittal must occur within the effective period for the preliminary plat or by the end of the extension period.
 - (ii) All public improvements required by an approved preliminary plat must be constructed or secured pursuant to SMC 18.412.010(3) prior to final plat approval.
- (d) Subdivision process.

Figure 18.404.020-1. Subdivision process flow chart.



- (3) The subdivision permit approval term is pursuant to Table 18.310.010-1 SMC, Permit Terms and Extensions.

i The following Article I is based on SMP 16.15 Preliminary Plats. Most content remains the same, except for removal of application and procedural sections moved to Part 2 Applications.

Article I. Preliminary Plats

i This section was simplified. The table of plat requirements was removed, those items need to be established outside of the Code by the director per subsection 2 below. SMC 18.220.030 Application Contents includes specific requirements for preliminary plat applications – see column 3B. Those requirements are not duplicated here.

18.404.030 Preliminary Plat Application Contents

- (1) A preliminary plat application must include all items required in SMC 18.220.030 Application Contents, in addition to the following items listed below. Items may be waived by the Director if they are not applicable to the proposal:
 - (a) Preliminary plat drawings prepared to meet the standards of Title 18 Part 4 Land Divisions and Adjustments, and detailed requirements as determined by the Director.

- (b) Supplemental plans, studies or reports as determined by the Director.
- (2) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

18.404.040 Preliminary Plat Review Criteria

The city must approve or conditionally approve a preliminary plat application pursuant to SMC 18.230.120, if the following review criteria are met:

- (1) The preliminary plat meets the requirements of Title 18 Part 4 Land Divisions, Chapter 58.147 RCW, and applicable provisions of the Stanwood Municipal Code.
- (2) The preliminary plat conforms to the goals and policies of the city's comprehensive plan.
- (3) The preliminary plat serves the public use and interest. Adequate provisions must be made for, but are not limited to, the following:
 - (a) Landscaping and street trees through conformance with Chapter 17.145 SMC, Landscape Performance Standards;
 - (b) Open space and recreation through conformance with SMC 18.402.050, Open Space Standards;
 - (c) Streets, alleys, sidewalks, and other public ways through conformance with adopted Level of Service standards, Chapter 17.148 SMC, Transportation Concurrency Management, and Chapter 11.12 SMC, Complete Streets Program;
 - (d) Sites for schools and school grounds through conformance with Chapter 17.148A SMC, School Concurrency;
 - (e) Safe walking conditions to schools;
 - (f) Drainage and stormwater management through conformance with Chapter 17.140 SMC, Stormwater Management Performance Standards;
 - (g) Availability of public facilities such as water, sewer, fire protection, parks, etc., if not adequately provided for within the subdivision;
 - (h) Protection of critical areas and floodplains through conformance with applicable regulations;
 - (i) Public health, safety, and welfare.
- (4) The preliminary plat establishes appropriate provisions for maintenance of privately-owned common facilities.

i The following Article II is based on SMP 16.20 Final Plats. Most content remains the same, except for removal of application and procedural sections moved to Part 2 Applications. There has been some reorganization to put standards into "application" and "review criteria" categories. More editing and review is needed to streamline the text and avoid duplication with other parts of the code.

Article II. Final Plats

i This section was simplified. The table of plat requirements was removed, those items need to be established outside of the Code by the director per subsection 2 below. SMC 18.220.030 Application Contents includes

specific requirements for final plat applications – see column 1E. Those requirements are not duplicated here.

18.404.050 Final Plat Application Contents

- (1) A final plat application must include all items required in SMC 18.220.030 Application Contents, in addition to the following items listed below. Items may be waived by the Director if they are not applicable to the proposal:
 - (a) Final plat drawings prepared to meet the standards of Title 18 Part 4 Land Divisions and Adjustments, and detailed requirements as determined by the Director.
 - (b) Evidence that all improvements required by the preliminary plat have been completed or documentation of an agreement to assure completion of required improvements as provided for in SMC 18.412.010 and 18.412.020.
 - (c) Supplemental plans, studies or reports as determined by the Director.
- (2) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

i This section is new, but it includes existing standards:

- SMC 16.20.050 Drafting standards
- SMC 16.20.060 Approval (partial)
- SMC 16.20.090 Filing for record
- SMC 16.20.100 Filing by subdivider
- SMC 16.20.110 Dedication, acknowledgements, and certifications

18.404.060 Final Plat Review Criteria

The city must approve or conditionally approve a final plat application pursuant to SMC 18.230.120, if the following review criteria are met:

- (1) The final plat substantially conforms with the approved preliminary plat. Any inconsistencies are minor and do not increase the number of lots or substantially alter the location or nature of improvements.
- (2) The final plat meets all applicable conditions of the approved preliminary plat.
- (3) The final plat is technically correct and accurate as certified by the engineer or land surveyor responsible for preparing the plat.

i Simplified from final plat application requirements to more generally refer to “required certificates and statements of approval”. Allows the Director to determine what is required.

- (4) The final plat includes the required certificates and statements of approval as determined by the Director.
- (5) The final plat is consistent with the provisions of Chapter 58.17 RCW and other applicable State and local regulations.

- (6) If the subdivision is within 300 feet of a registered farm, the applicant must meet the notification requirements (SMC 17.102.070) of the city's Right-to-Farm program.

Chapter 18.406 Lot Split Process

i This is a new chapter creating a one-step administrative process for lot splitting. It is modeled closely after HB 1096 (2025), which as of 3/14/2025 is still under consideration by the WA Legislature.

18.406.010 Applicability

- (1) This chapter applies to lot splits, where one residential lot is divided into two lots resulting in a parent lot and a new lot.
- (2) This chapter does not apply in the following situations:
 - (a) If a lot was created by a lot split, then the lot is not eligible for a lot split.
 - (b) If a lot split results in a lot of a size that would allow for further land division, then the lot is not eligible for a lot split. The lot may be divided through another land division process.
 - (c) If a lot is not buildable under adopted regulations including, but not limited to, critical areas, shorelines, stormwater, setbacks, impervious surface areas, and building coverage standards, then the lot is not eligible for a lot split.

18.406.020 Lot Split Procedures for Review

- (1) A lot split application is submitted, processed and reviewed as a subdivision pursuant to the requirements of Title 18 Part 4, Land Divisions and Adjustments.
- (2) If the lot split application meets all applicable review criteria, then the Director may approve the lot split application.

18.406.030 Lot Split Application Contents

- (1) A lot split application must include all items required in SMC 18.220.030 Application Contents, in addition to the following items listed below. Items may be waived by the Director if they are not applicable to the proposal:
 - (a) Lot split survey prepared to meet the standards of Title 18 Part 4 Land Divisions, and detailed requirements as determined by the Director.
 - (b) If the lot split requires demolition or alteration of an existing dwelling unit that would displace a renter, the applicant must provide a displacement mitigation strategy that may include, but is not limited to, relocation assistance.
 - (c) Supplemental plans, studies or reports as determined by the Director.
- (2) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

18.406.040 Lot Split Review Criteria

The city must approve or conditionally approve a lot split pursuant to SMC 18.230.120, when the following criteria are met:

- (1) The lot split meets the requirements of Title 18 Part 4 Land Divisions, and applicable provisions of the Stanwood Municipal Code.
- (2) Sewer and water certificates of availability are issued for the new lot.
- (3) Access and utility rights are granted or conveyed as necessary on or before recording of the lot split survey to provide access for the maximum number of dwelling units that could be developed on the newly created lot.
- (4) The lot split may be conditioned upon dedication of right-of-way on the parent lot to the extent such dedication is required under applicable codes, regulations, and design standards for the development or subdivision of the parent lot absent an administrative lot split.
- (5) Development of dwelling units on the newly created lot may be conditioned upon construction of frontage improvements to a right-of-way adjacent to either the parent lot or the newly created lot to the extent required under applicable codes, regulations, and design standards. Such improvements may be deferred until issuance of a building permit with either lot.

i The following is based on the existing SMC 16.40 Binding Site Plans chapter. Articles 1 and 2 have been added to define the preliminary and final approval process. Code sections referring to application procedures have been moved to Part 2 Applications.

Chapter 18.408 Binding Site Plan Process

i Applicability section has been simplified. Does the City want to expand this section to include mobile home parks, condos, etc. See [RCW 58.17.035](#).

18.408.010 Applicability

This chapter applies to a division of land into lots or tracts for industrial or commercial use when the city has approved a binding site plan for the use of the land.

18.408.020 Binding Site Plan Procedures for Review

- (1) A binding site plan application must be submitted, processed and reviewed in accordance with the procedures established in SMC Title 18 Part 2, Applications.
- (2) A binding site plan is a three part process consistent with SMC 18.404.015 for subdivisions.
- (3) All development must conform with the recorded binding site plan. Development is subject to the terms of SMC 18.310.010.

Article I. Preliminary Binding Site Plan

i This section was simplified. SMC 18.220.030 Application Contents includes specific requirements for BSP applications – see column 2D. Those requirements are not duplicated here.

18.408.030 Preliminary Binding Site Plan Application Contents

- (1) Preliminary binding site plan applications must include all items required in SMC 18.220.030 Application Contents, as well as supplemental plans, studies or reports as determined by the Director.

- (2) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

i The following section is simplified to refer to preliminary plat review criteria. This is consistent with other cities. Sections pertaining to notice, application contents, and approval process have been incorporated into Part 2. Applications.

i Subsection (2)(a) replaces 16.40.060, Variances from code requirements. It maintains the intent of allowing limited flexibility of standards and shared improvements within a BSP, but no longer requires a variance.

18.408.040 Preliminary Binding Site Plan Review Criteria

The city must approve or conditionally approve a binding site plan application pursuant to SMC 18.230.120, if the following review criteria are met:

- (1) The preliminary binding site plan meets the preliminary plat review criteria in SMC 18.404.040.
- (2) The preliminary binding site plan is part of a coordinated development permit for approval of nonresidential structures on land classified for industrial or commercial use.
 - (a) The proposed lots function and operate as one site. Open space, parking, access, and other improvements may be shared among contiguous lots within a binding site plan. Conditions of use, maintenance and restrictions on redevelopment of shared facilities must be identified on the binding site plan and enforced by covenants, easements, or other similar mechanisms.
 - (b) The proposed development complies with all applicable requirements of Title 17, Zoning; Title 18 Part 8, Environment; Title 14, Adopted Building and Construction Codes; and all other applicable ordinances.

Article II. Final Binding Site Plan

i This section was simplified. Added authority of Director to establish detail requirements. Note, SMC 18.220.030 only includes requirements for “binding site plans” and does not differentiate between preliminary and final.

18.408.050 Final Binding Site Plan Application

- (1) A final binding site plan application must include all items required in SMC 18.220.030, Application Contents, as well as the following items listed below. Items may be waived by the Director if they are not applicable to the proposal:
 - (a) Survey Required for Binding Site Plans.
 - (i) A survey must be conducted by or under the supervision of a Washington State registered land surveyor. The surveyor must certify on the binding site plan that it is a true and correct representation of the lands actually surveyed and the survey was done in accordance with city and state law.
 - (ii) In all binding site plans, lot corner must be set before final approval can be granted.
 - (iii) In all binding site plans, perimeter monuments must be set before final approval can be granted.
 - (iv) In all binding site plans, control monuments must be set before final acceptance of public improvements. Performance guarantees must include the installation of all control monuments. Control monuments must be installed per city street and utility standards (Chapter 14.14 SMC)

- (v) In all binding site plans, where final approval is to be granted by the acceptance of a performance guarantee, lot corner and perimeter monuments must be set. The performance guarantee must include the resetting of any monument that has been lost during construction of public improvements.
- (vi) Any dedication, donation or grant as shown on a binding site plan must be considered a statutory warranty deed to the said grantee for the use intended.
- (b) Evidence that all improvements required by the preliminary binding site plan have been completed or documentation of an agreement to assure completion of required improvements as provided for in SMC 18.412.010 and 18.412.020.
- (c) Deferrals of improvements must be approved by the City through a formal request submitted by the applicant. The city shall require justification demonstrating that the deferral will not adversely impact public health, safety, or welfare.
 - (i) Improvements may be deferred if the binding site plan is part of a phased project, and certain portions of the site will not be developed immediately.
 - (ii) A legally binding agreement outlining the scope of deferred improvements, the timing for their installation, and any conditions must be recorded against the property. This agreement shall run with the land and be binding on future property owners.
- (d) Supplemental plans, studies or reports as determined by the Director.
- (2) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

i The following section is simplified to refer to final plat review criteria. Standards from prior version were moved to the new section 18.402.120 Binding Site Plan Standards.

18.408.060 Final Binding Site Plan Review Criteria

The city must approve or conditionally approve a final binding site plan application pursuant to SMC 18.230.120, if the final binding site plan meets the final plat review criteria in SMC 18.404.060.

Chapter 18.410 Boundary Line Adjustment Process

i This chapter is based on SMC 16.45 Boundary Line Adjustments. This section was simplified and updated for internal consistency. SMC 18.220.030 Application Contents includes specific requirements for BSP applications – see column 1E. Those requirements are not duplicated here.

18.410.010 Applicability

This chapter applies to adjustment of an existing boundary line that does not result in a new lot.

18.410.020 Boundary Line Adjustment Procedures for Review

A boundary line adjustment application is submitted, processed and reviewed pursuant to the requirements of Title 18 Part 4, Land Divisions and Adjustments.

18.410.030 Boundary Line Adjustments Application Contents

- (1) Boundary line adjustment applications must include all items required in SMC 18.220.030 Application Contents, as well as the following specific items:
 - (a) Scale drawing of the lots affected by the adjustment.
 - (b) Adjusted legal descriptions of the lots affected by the adjustment prepared and certified by a registered land surveyor or title company.
 - (c) Supplemental plans, studies or reports as determined by the Director.
- (2) For the boundary line adjustment to become effective upon recordation the following items will need to be submitted to the Snohomish County Auditor:
 - (a) Affidavit of Boundary Line Adjustment;
 - (b) Attachment of certified legal descriptions;
 - (c) Attachment of boundary line adjustment map(s);
 - (d) Record of Survey, and
 - (e) Conveyance documents that deed land to an adjoining property owner as part of the boundary line adjustment.
 - (f) A conformed copy of the recorded boundary line adjustment shall be submitted to the City of Stanwood.
- (3) The Director may establish more detailed requirements for each of the items required for submittal of a complete application, including but not limited to content, size, scale, and number of copies. The requirements must be made available to the public in a checklist or other form.

i The following section, previously was SMC 16.45.030, has been revised to emphasize that all lots must meet zoning criteria and not need a variance or special exception to be developed. This is trying to avoid the creation of lots through the BLA process that cannot be developed without a variance or that are fully or mostly within critical areas.

18.410.040 Boundary Line Adjustment Review Criteria

The Director may approve a boundary line adjustment application if the following criteria are met:

- (1) No additional lots are created;
- (2) All lots must meet the dimensional standards required for lots in the applicable zone;
- (3) All lots must provide access that meets the standards of this code and the street and utility standards;
- (4) The adjustment does not result in the creation of new public or private roads;
- (5) The adjustment does not create new nonconforming conditions or worsen existing nonconforming conditions; and
- (6) Existing utility, access, drainage, or other easements must not be altered, obstructed, or eliminated unless approved by the easement holder and documented in writing.

Chapter 18.412 Site Improvements

18.412.010 Construction Plan Review

- (1) Purpose. The purpose of this section is to establish procedures for reviewing site construction plans for site improvements. Site construction drawings are engineering documents that are required for improvements to a particular site.
- (2) Public Works Construction Plan Approval.
 - (a) Upon receipt of approval of a land use permit or preliminary subdivision, the applicant is required to apply for construction plan approval relating to following elements: on-site and off-site stormwater management, erosion control measures, public road and frontage improvements, dedication or deeding of right-of-way, street trees and other required landscaping elements, utilities, and any other improvement related to the development.
 - (b) The application for construction plan approval must include a completed construction plan review application form, plans and materials as outlined in the construction plan submittal checklist, and fee as set by council. The application for construction plan approval may be submitted after a complete preliminary subdivision application is submitted in accordance with SMC 18.230.050
 - (c) The applicant is required to obtain approvals from the postmaster and utility purveyors.
 - (d) Following approval of the construction plans and prior to any site work, the applicant must schedule a preconstruction meeting with the public works department. All contractors, subcontractors, and utility representatives are to meet to discuss and identify how they will address any issues related to the construction activity and minimizing impacts to the neighborhood and nearby facilities.
 - (e) Pursuant to SMC 18.412.030(2), the public works director may require a performance security to be in place before construction activities commence. Any performance security must be based on the public works director and/or designee project cost estimate.
- (3) Public Improvements Required Before Occupancy. No final plat approval or certificate of occupancy may be issued unless the required public improvements have been installed and accepted by the public works department or the applicant has provided a completion security pursuant to SMC 18.412.030(3) to ensure that all required public improvements will be completed and accepted within 12 months after final plat approval. Replacement trees to be located on public property must be planted prior to final plat approval. Replacement trees to be located on a private lot must be installed prior to issuing a final inspection or certificate of occupancy for that lot.
- (4) Dedication of Public Stormwater Facilities. Stormwater facilities must be dedicated to the city at the time of final plat approval for plats of 10 lots or more. Short plats, multifamily and commercial stormwater facilities remain the responsibility of the property owner(s).
- (5) Maintenance of Dedicated Facilities until Acceptance. Facilities intended to be dedicated to the city must be maintained by the owner until such time as the dedication is accepted by the city.
- (6) Protection against Defects.
 - (a) Whenever public improvements are to be dedicated to the city, the applicant must post a maintenance bond or other sufficient surety pursuant to SMC 18.412.030(4) to guarantee that the applicant will correct all defects in such facilities or improvements that occur within two years after the acceptance of dedication of the improvements.

- (b) An architect or engineer retained by the applicant must certify to the city that all facilities and improvements to be dedicated to the city have been constructed in accordance with the approved construction plan and the requirements of this chapter. This certification must be a condition precedent to acceptance by the city of the offer of dedication of such facilities or improvements.
 - (c) For purposes of this section, the term “defects” refers to any condition that requires repairs over and above the normal amount of maintenance required for a particular improvement.
- (7) Authorizing Use and/or Occupancy before Completion of Development under Land Use Permits. When weather conditions or other factors beyond the control of the applicant (exclusive of financial hardship) make it unreasonable for the applicant to comply with all of the requirements of the permit (exclusive of subdivision approvals), the Director may authorize the commencement of the intended use or the occupancy of buildings, if the permit recipient provides a performance bond or other security to ensure that all of these requirements will be fulfilled within a reasonable period (not to exceed 12 months) and if the building official finds that such occupancy will not result in a safety or health hazard.

18.412.020 Public Work Standards

- (1) The most current version of the public work standards must govern all new construction and upgrading of transportation facilities, storm drainage facilities and utilities within city rights-of-way, whether occurring under permit or franchise, and other transportation-related improvements mandated by the city’s land use code.
- (2) Work and materials installed in the existing or future rights-of-way must conform to the currently adopted version of the public work standards.
- (3) The public work standards may be amended or revised by the public works director in accordance with the policies in this title and sound engineering practices.
- (4) The public works director may adopt and incorporate into the public work standards, by reference, other federal, state, and local design standards and specifications and other professionally accepted engineering standards and specifications.
- (5) The currently adopted version of the public work standards must be available for review in the city clerk’s office, the public works department, and city website.

EXHIBIT E

Definitions – SMC 17.20:

The following definitions from SMC 17.20.030 “B” definitions are repealed:

“Binding site plan”

“Boundary line adjustment”

The following definitions from SMC 17.20.040 “C” Definitions are repealed:

“Cluster development”

The following definitions from SMC 17.20.050 “D” Definitions are repealed:

“Declaration of short subdivision”

“Dedication”

“Deed”

The following definitions from SMC 17.20.060 “E” definitions are repealed:

“Easement”

The following definitions from SMC 17.20.070 “F” definitions are repealed:

“Final approval”

“Final plat”

The following definitions from SMC 17.20.080 “G” definitions are repealed:

“Gross density”

The following definitions from SMC 17.20.130 “L” definitions are repealed:

“Lot of record”

The following definitions from SMC 17.20.170 “P” definitions are repealed:

“Plat”

“Preliminary approval”

“Preliminary plat”

The following definitions from SMC 17.20.200 “S” definitions are repealed:

“Short subdivision”

“Short plat”

“Subdivision”

The following definitions from SMC 17.20.210 “T” definitions are repealed:

“Tract”

The following definitions from SMC 17.20.270 “Z” definitions are repealed:

“Zero lot line home”

The following sections are repealed.

SMC 17.47.040(3)(c) on cottage housing

SMC 17.47.055, Common Open Space

SMC 17.60.020(2) Footnotes 1-2.

SMC 17.60.020(2). Footnote 10.

SMC 17.60.030(2) Footnote 5.

SMC 17.60.040(2) Footnote 11.

SMC 17.95.450 Cottage PRDs.

SMC 17.95.460 Open Space and common public space.

The following cross references will need to be updated to reflect Part 4 SMC, Land Divisions and Adjustments.

SMC 17.47.020(2)

SMC 17.47.020(3)

SMC 17.47.020(4)

SMC 17.47.020(7)

SMC 17.114.250(9)

SMC 17.145.150(1)

SMC 17.145.150(2)

EXHIBIT F

Amendments to SMC 17.147 Recreation and Open Space Standards

Sections:

- 17.147.010 Recreation area minimum requirement.
- 17.147.020 Occupancy computation.
- 17.147.030 Recreation area exemption.
- 17.147.040 Recreational facility requirements.
- 17.147.050 Recreation area and facility standards.
- 17.147.060 Impact fee payment in lieu of recreation space and facilities.
- 17.147.070 Open space minimum requirement.
- ~~17.147.080 Repealed.~~
- 17.147.090 Management of recreational and open space.
- 17.147.100 Upkeep and maintenance.
- 17.147.110 Establishment of homeowners' associations.
- ~~17.147.120 Open space dedication.~~

17.147.010 Recreation area minimum requirement.

~~Single-family or duplex residential subdivisions/developments shall provide recreation areas in an amount equal to 110 square feet per person expected to reside in that development (as determined in accordance with SMC [17.147.020](#)). Other residential developments, including attached housing developments and multifamily apartment developments (either rentals or condominiums) shall provide recreation areas in an amount equal to 50 square feet per person expected to reside in that development (as determined in accordance with SMC [17.147.020](#)).~~

All multifamily and mixed-use developments shall provide a minimum of 50 square feet of recreation and open space per expected resident, as determined in accordance with the occupancy calculation standards and provisions set forth in this chapter.

17.147.020 Occupancy computation.

~~For purposes of these standards, one bedroom dwelling units shall be deemed to house an average of 2.0 persons, two bedroom units 3.5 persons, three bedroom units 4.5 persons, and units with four and more bedrooms 5.5 persons. In residential subdivisions that are not approved as architecturally integrated developments (i.e., attached housing or multifamily apartment developments), each lot that is large enough for only a single-family dwelling unit shall be deemed to house an average of 4.0 persons. (Ord. 948, 1996; Ord. 929 Ch. 10(M)(2), 1995).~~

For the purposes of applying the standards in this chapter, occupancy shall be calculated based on unit type and the annual occupancy rates published by the Washington State Office of Financial Management as part of the City of Stanwood's official annual population estimates.

17.147.030 Recreation area exemption.

It is recognized that recreation areas must be of a certain minimum size to be usable and that such areas will not serve the intended purpose unless properly maintained. Therefore, residential developments **consisting** of nine

dwelling units or less in single ownership at the time of application for approval shall be exempt from providing recreation areas.

17.147.040 Recreational facility requirements.

(1) The purpose of the recreation areas is to provide adequate recreational facilities to serve the residents of the development. Each new residential development of 10 units or more shall provide, at a minimum, facilities from the following list. The number of facilities that must be provided from this list shall be based on the number of dwelling units that are to be built in the development, as provided in subsection (2) of this section. A development may not provide two or more of the same facility unless more than five facilities are provided.

- (a) Playground area that meets ASTM standards, consisting of four pieces of playground equipment including swings, slide, and climber, or a single piece of equipment that provides at least four different activities;
- (b) Picnic area, consisting of at least five picnic tables with benches, five barbecues, and five secured in-place trash containers. This picnic area shall have shade trees;
- (c) Asphalt-paved hiking, jogging, and/ or biking trails that connect to a public trail or sidewalk system, at least one mile in length to city of Stanwood requirements;
- (d) Softball field to Amateur Softball Association of America requirements;
- (d) Multipurpose sport court to city of Stanwood requirements;

(e) Indoor recreation areas such as gyms, workout rooms, common gathering spaces or other common areas available to the residents;

(e) The Community Development Director may approve other amenities scaled to the size and user of the proposed development upon written request by the developer.

- (f) A tennis court constructed to United States Lawn Tennis Association requirements or a pickleball court;
- (g) A swimming pool area with a minimum of an 800-square foot pool, a 3,200-square foot deck, and, as a minimum, a six-foot high perimeter fence;
- (h) A one-quarter mile running track to National Collegiate Athletic Association requirements;
- (i) Two volleyball courts;
- (j) A soccer field to United States Youth Soccer Association requirements;
- (k) Two handball courts to United States Handball Association requirements;
- (l) Exercise course to city of Stanwood requirements;
- (m) Historical site with interpretive signage.

(2) The number of required recreational facilities shall be dependent on the total number of dwelling units approved for the residential project. The following table indicates the number of required recreational facilities relative to the size of the residential project:

Minimum Recreational Facility Requirements in Residential Developments

Number of Approved Dwelling Units in Project	Minimum Number of Required Recreational Facilities
10 – 50	1
51 – 100	2
101 – 150	3
151 and Greater	4
201 – 250	5
251 – 300	6
301 – 350	7
351 – 400	8
401 – 450	9
more than 450	10

(3) Notwithstanding the above table, certain facilities shall be suggested when the number of dwelling units reaches specified levels in residential developments. In these developments, the suggested facilities may be counted toward the required recreational provisions enumerated in subsections [\(1\)\(a\)](#) through [\(1\)\(m\)](#) of this section.

The following table indicates those facilities that are suggested for the various types of residential developments and at what dwelling unit provision level they may be required:

Suggested Recreational Facility Requirements in Residential Developments

Minimum Dwelling Unit Recreational Facility Provision Levels	
Baseball or Softball Field	100 (Single-Family, Duplex or Combination of Single-Family and Duplex Projects only)
Tennis or Basketball Courts (2)	75 (All Residential Developments)
Multipurpose Court	50 (All Residential Developments)
Swimming Pool	200 (All Residential Developments)

(3) If an applicant wishes to provide recreational facilities in a manner that is not consistent with these standards, this shall be allowed, if, in the opinion of the planning director, the proposed deviation from these standards will be equivalent to the requirements contained herein.

17.147.050 Recreation area and facility standards.

Each residential development of 10 units or more shall satisfy its recreation area and facility requirements by installing the types of recreational facilities that are most likely to be suited to and used by the age bracket of persons likely to reside in that development.

~~(1) Where more than 20,000 square feet of recreation area is required, the total acreage of required recreation area may be divided into areas of not less than 9,600 square feet.~~

~~(2) **Outdoor** recreation areas shall be landscaped and shall be provided with sufficient natural or manmade screening or buffer areas to minimize any negative impacts upon adjacent residences. At a minimum, all recreation areas shall have continuous landscaped buffers around their perimeters at least 10 feet wide. These buffers may be included within the required open-space calculations for new residential developments. The plant material selected within these buffer areas shall be such that they will provide a continuous vegetative border, including appropriate tree plantings as required by the planning director. All new vegetative material shall be guaranteed for a period of at least one year after installation and approved by the planning director. This landscaping requirement may be waived, modified, or reduced by the planning director when there are safety concerns.~~

~~(3) Each recreation area shall be centrally located and easily accessible so that it can be conveniently and safely reached and used by those persons in the surrounding neighborhoods it is designed to serve. Therefore, no recreation area shall be located more than 2,000 feet from the dwelling unit it is intended to serve. This distance shall be measured along the walkways and streets within the development, using the shortest route possible.~~

~~(4) Each recreation area shall be constructed on land that is relatively flat, dry, and capable of serving the purpose intended by these standards. However, this is not to say that steeply sloped areas and/or floodplains may not be used in the development of these recreation areas. Steeply sloped lands (in excess of 20 percent) may be appropriate for natural recreation areas, if they are properly treated and developed. Floodplains are entirely appropriate to be used for baseball, softball, or football fields. However, permanent structures shall be kept to a minimum in floodplains.~~

17.147.060 Impact fee payment in lieu of recreation space and facilities.

A new residential development shall pay a park impact fee per lot as established by Chapter [17.152 SMC](#) and the current fee schedule. When a new residential development provides park and recreation facilities **listed on the City's adopted Capital Improvement Plan list** that meet the requirements of SMC [17.147.040](#) within the development, a reduction in the impact fee may be approved by the community development director. The amount of the reduction shall not exceed the documented cost of the park and recreation facility improvements as provided by SMC [17.147.040](#).

17.147.070 Open space minimum requirement.

Every residential development shall protect all ~~unmitigated~~ critical areas and associated buffers as permanent open space in the form of separate tracts or Native Growth Protection Areas (NGPAs).

~~17.147.080 Open space exemption.~~

~~Repealed by [Ord. 1164](#).~~

17.147.090 Management of recreational and open space.

Recreational facilities and usable open space required to be provided by the developer in accordance with these standards shall not necessarily be dedicated to the public, but, if they are not, shall remain under the control of a homeowners' association or similar organization.

17.147.100 Upkeep and maintenance.

The person or entity identified in SMC [17.147.090](#) as having the right of ownership and control over such recreational facilities and open space shall be responsible for the continuing upkeep and proper maintenance of the same.

17.147.110 Establishment of homeowners' associations.

Homeowners' associations or similar legal entities responsible for the maintenance and control of common areas, including recreational facilities and open space, shall be established in such a manner that:

- (1) Provision for the establishment of the association or similar entity is made before any lot ~~unit~~ in the development is sold or any building occupied;
- (2) The association or similar legal entity has clear legal authority to maintain and exercise control over such common areas and facilities; and
- (3) The association or similar legal entity has the power to compel contributions from residents of the development to cover their proportionate shares of the costs associated with the maintenance and upkeep of such common areas and facilities;
- (4) The maintenance and liability for any such common areas and facilities shall be a continuing responsibility of the homeowner's association or similar entity. If said association or similar entity fails to maintain a common area in an acceptable manner, the city of Stanwood shall do or cause to be done such maintenance and bill the association or similar entity for this work. If the association or similar entity does not remit payment in a timely manner, the city shall have the right to place a lien on the property owners that comprise the association or similar entity. .

~~17.147.120 Open space dedication.~~

~~If any park or usable open space area is dedicated to the public and, in this process, is transferred to the city of Stanwood, said city shall have the right to impose further specifications, approvals, and/or inspections to the park or open space. (Ord. 948, 1996; Ord. 929 Ch. 10(M)(12), 1995).~~

EXHIBIT G

Findings of Fact and Conclusions

WA Department Of Commerce Comments - Land Division Code

From: [Aken, Jeff \(COM\)](#)
To: [Love, Patricia](#)
Cc: [Vespier, Lilith \(COM\)](#)
Subject: RE: Technical Assistance, (2025-S-8432) Unit Lot Subdivisions
Date: Wednesday, June 4, 2025 9:17:35 AM
Attachments: [image001.png](#)
[1096-S2.PL.pdf](#)
[5559.SL.ULS.pdf](#)



CAUTION. This email originated from outside of this organization. Please exercise caution with links and attachments.

Hi Patricia,

I wanted to send you comments on this and we can meet if you have any questions, it's a bit confusing for all as they legislature adopted HB 1096 in 2025 that further defines some of these items and we have been recommending jurisdictions look to comply with that as they update. I also cc'ed Lilith Vespier, our Infill Housing Manger, who reviewed the submittal as well and has been tracking the legislative updates more closely.

We noted you included the lot split process in 18.406. The 2025 legislative session included regulations on lot-splitting which it looks like you have largely included.

A couple things we noticed that 1096 will require by 2027 and you may want to consider:

- Processing a lot split with a building permit is not addressed
- Additionally, applying the preliminary plat criteria 18.404.030 would appear inconsistent with the HB1096

Below are some of the ULS regulations due in 2027.

- Definitions:
 - (16) "Parent lot" means a residential lot that is subdivided into unit lots through the unit lot subdivision process.
 - (17) "Unit lot" means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.
 - (18) "Unit lot subdivision" means a subdivision or short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.
- Plat notes: the following state requirements are more comprehensive and descriptive than the proposed code.
 - Approval of the design and layout of the unit lot's housing development project was granted based on detailed review of that specified project, as a whole, on the parent lot, including specific reference to the applicable permit or file number for that specified project

- Subsequent subdivision actions, additions, or modifications to the unit lot housing development project's structures may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time of the proposed actions, additions, or modifications
- If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested
- Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot
- The processing requirements of state law were changed to include the following components.
 - Not require any public pre-decision meeting or hearing, nor any design review other than administrative design review, except for those required to comply with state law, including chapter 90.58 RCW
 - A city must ensure that the community and property owners within 250 feet of the unit lot to be subdivided are provided notice consistent with RCW 36.70B.110 of how to provide written comments to the administrative decision maker, including through notice posted on the closest public sidewalk or roadway
 - Apply only clear and objective design and development standards
 - Be logically integrated with the application, review, and approval procedures that apply to the underlying unit lot housing development project to the greatest extent feasible
 - Be specifically subject to the maximum time period for local government actions as set forth in RCW 36.70B.080, unless extended pursuant to project-specific mutual agreement as permitted by RCW 4 36.70B.080

From: Love, Patricia <Patricia.Love@ci.stanwood.wa.us>

Sent: Thursday, May 22, 2025 3:24 PM

To: Aken, Jeff (COM) <jeff.aken@commerce.wa.gov>

Subject: RE: Technical Assistance, (2025-S-8431,8432) Needed? RE: Commerce submittals.

External Email

Perfect; thank you.

From: Aken, Jeff (COM) <jeff.aken@commerce.wa.gov>

Sent: Thursday, May 22, 2025 3:04 PM

To: Love, Patricia <Patricia.Love@ci.stanwood.wa.us>

Cc: Holman, Carol (COM) <carol.holman@commerce.wa.gov>; Johnston, Hannah (COM)

<hannah.johnston@commerce.wa.gov>; Vespier, Lilith (COM) <lilith.vespier@commerce.wa.gov>
Subject: RE: Technical Assistance, (2025-S-8431,8432) Needed? RE: Commerce submittals.



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Patricia,

Happy to organize on our end, to make sure we've got the right people to review. I'll follow up shortly when we have a chance to review and then we can setup a MS Teams meeting or whatever works best for you.

Jeff

From: Love, Patricia <Patricia.Love@ci.stanwood.wa.us>

Sent: Thursday, May 22, 2025 2:46 PM

To: Aken, Jeff (COM) <jeff.aken@commerce.wa.gov>

Cc: Holman, Carol (COM) <carol.holman@commerce.wa.gov>; Johnston, Hannah (COM) <hannah.johnston@commerce.wa.gov>

Subject: RE: Technical Assistance, (2025-S-8431,8432) Needed? RE: Commerce submittals.

External Email

Hi Jeff,

Thank you for getting back to me. Yes, I did select the technical assistance box in my submittal. While we're currently working with BHC on the two ordinances, I'd like to connect with Commerce to review our proposals. My goal is to ensure alignment with your guidance and identify any potential red flags early on. I'm hoping this won't take too much of your time, as I understand how busy you all are.

I also wanted to check in on the housing deadline. We've been working on these ordinances since late 2024, but we won't have them finalized by the June 30, 2025 deadline (I think that is the correct timeline). However, we do anticipate completing them before the end of the year. Is there an extension process I need to go through with Commerce to remain compliant with the GMA?

As an FYI, the City Council is holding its first public hearing/reading on the critical areas code tonight. I'm aiming to have that code completed by the end of June.

Thank you for your continued support and guidance.

Best regards,

Patricia

From: Aken, Jeff (COM) <jeff.aken@commerce.wa.gov>

Sent: Thursday, May 22, 2025 2:27 PM

To: Love, Patricia <Patricia.Love@ci.stanwood.wa.us>

Cc: Holman, Carol (COM) <carol.holman@commerce.wa.gov>; Johnston, Hannah (COM) <hannah.johnston@commerce.wa.gov>

Subject: Technical Assistance, (2025-S-8431,8432) Needed? RE: Commerce submittals.



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Hi Patricia,

We received Stanwood's recent submittals on land subdivision and middle/emergency housing, which had technical assistance checked in the submittal. Let us know how we can help if needed (sometimes get checked by accident).

Thanks,

Jeff

Jeff Aken | SENIOR PLANNER
(He/Him) | [Why I share my pronouns](#)
Growth Management Services | Washington State Department of Commerce
1011 Plum Street
PO Box 42525
Olympia, WA 98504-2525

Desk: 360-725-2869
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WA Department of Commerce Comments - Missing Middle Code

From: [Aken, Jeff \(COM\)](#)
To: [Love, Patricia](#)
Cc: [Holman, Carol \(COM\)](#); [Porter, Ethan \(COM\)](#); [Vespier, Lilith \(COM\)](#)
Subject: Stanwood Submittal 2025-S-8431 (Middle Housing, STEP, ADUs)
Date: Tuesday, June 10, 2025 8:27:07 AM



CAUTION. This email originated from outside of this organization. Please exercise caution with links and attachments.

Hi Patricia,

Thanks for your patience on this review. We did not have any comments/concerns on middle housing and STEP ordinance you submitted, so that is great.

Our housing team did note the following related to ADUs:

- In the land use table (*Table 17.30.060 Permitted Use Table: Residential Zones*) that ADUs were not allowed in the MR zone, where single-family is allowed. We recommend revising this to be consistent with [RCW 36.70A.681\(1\)\(c\)](#)
- We did not find language related to conversion of an existing structure consistent with [RCW 36.70A.681\(1\)\(j\)](#)

Let me know if you have any questions or concerns and we can set up a MS Teams call to chat. Have a good day.

ja

Jeff Aken | SENIOR PLANNER
(He/Him) | [Why I share my pronouns](#)
Growth Management Services | Washington State Department of Commerce
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Desk: 360-725-2869
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Master Builders Association of King and Snohomish Counties Comments - Land Division & Road Standards Code

From: [Russell Joe](#)
To: [Love, Patricia](#)
Subject: Land Division Flexibility and Road Standards
Date: Wednesday, July 9, 2025 12:23:24 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)



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Patricia,

I hope you are well. I wanted to thank you for putting together this package of Land Division Flexibility and Road Standards options. You have given the councilmembers quite a bit to think about. As I listened to the Council Committee meeting last week, I was impressed by the depth of knowledge they showed and the probing questions they presented.

I was curious if the options you are offering are intended to comply with the ULS changes made in 2023 (SB 5258) and/or those in 2025 (SB 5559)? It does look like most of the options under discussion could largely comply with both. We are encouraging cities to make the changes to code that would comply with SB 5559. Cities would then not have to go back in the code to comply with SB 5559 before the 2027 deadline as the work would already be completed.

I look forward to seeing the new changes you might make based on future council conversations and feedback.

Regards,

Russell Joe



Russell Joe
Snohomish County Manager
Master Builders Association of King and Snohomish Counties

p 425.460.8213
335 116th Ave. SE | Bellevue, WA 98004
[mbaks.com](#)



We believe everyone deserves a place to call home.

From: Kurt Galley <kurtg@chnwbuidls.com>
Sent: Monday, September 8, 2025 3:42 PM
To: Schroeder, Tansy <Tansy.Schroeder@ci.stanwood.wa.us>
Cc: Marko Jukanovich <markoj@chnwbuidls.com>
Subject: Today's Meeting



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Tansy – thank you once again for taking the time to talk with us and share updates to Stanwood’s municipal code. We’re hoping to attend this evening’s meeting either in person or via Zoom.

I’m following up on one of the points we discussed in our conversation – the functional difference between a 1,000 sq ft design and a 1,200 sq ft design. We’re excited that the city is leaning toward 1,200 sq ft on larger lots and we would advocate for adopting a 1,200 maximum size on any residential lot, so long as it meets the setback, height and maximum lot coverage conditions. Our rationale for this is informed by several considerations:

- We believe 3 bedrooms and at least 1 full bathroom and one ½ bath are in the sweet spot for these types of housing units, in part because they increase the number of potential buyers versus say 2 bedroom, 1 bath houses, while increasing potential sales prices to the point that it makes it economically attractive for small builders / developers.*
- Fitting 3 bd, 1.5 baths into 1000 sq ft dwelling is challenging, making most of the living and sleeping spaces feel cramped. Adding 200 sq ft allows for a much more livable house.
- From our own experience designing both 1000 and 1200 sq ft models, the 1200 sq ft model makes “stacking walls” more practical which can reduce building costs, versus needing large load bearing beams to provide structural support for staggered or offset walls.

* In addition to the costs of vertical construction (the foundation through the roof), the developer must pay soft costs including architectural, structural engineering, civil engineering, permit coordination and plan submittal, permit fees, city impact fees and utilities connection fees as well as doing the necessary site work. This results in all-in costs before any return of investment of approximately \$300,000 - \$325,000 for each 1000 sq ft DADU. Those homes would need to sell for north of \$450,000 just to break even on a project once sales commissions and excise taxes are factored. A 1200 sq ft home reduces the per-square-foot builder costs while increasing the sales value and still delivers an affordable housing option for homebuyers.

Again, we appreciate your time and your interest in seeking feedback from a builder. We look forward to doing some projects in the City of Stanwood in the coming months and years!

Sincerely,

Kurt

Kurt Galley, Owner

[Carriage Houses NW](#)

C: 206-794-4111

O: 206 910 1813



From: noreply@civicplus.com
To: [Lisa M. Sokolik](#); [Clerk, City](#)
Subject: Online Form Submittal: City Council Meeting Public Comment Sign-In
Date: Thursday, September 11, 2025 7:12:55 PM



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City Council Meeting Public Comment Sign-In

In order to ensure efficient conduct of the City's business, public comment is solicited on topics related only to the conduct of City business.

Date of the City Council Meeting you would like to provide remote comment:	9-11-2025
First Name	K
Last Name	OBryan
Public Comment can be made verbally, or in writing. How would you prefer to present your public comment?	Provide written comment to City Council for review. (Space provided below.)
Will you be providing comment on an agenda item, or on a topic that is not on the agenda (general comment)?	General Comment
Briefly describe your public comment topic	Concern about low and middle income housing
Address	7822 272nd St NW
City	Stanwood
State	WA
Zip Code	98292
Email Address	kobryanag@gmail.com
Use this space to provide written comment. If you need additional space, email city.clerk@ci.stanwood.wa.us .	I want to share my concern about the approval of high-density housing projects that do not include Affordability Requirements under the Inclusionary Housing program.

When new developments move forward without these requirements, we lose an important opportunity to create homes that people with median or below-median family incomes can actually afford. Tools show exactly what affordable housing should look like—yet projects are being approved without making sure those affordability targets are met.

High-density construction without affordability standards increases pressure on existing residents and undermines the goal of balanced growth. I urge the council to ensure that all high-density developments meet the Inclusionary Housing requirements .

TITLE VI

The City of Stanwood assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City of Stanwood further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not

Email not displaying correctly? [View it in your browser.](#)

COPIED FROM EMAIL DATED TUESDAY SEPTEMBER 30, 2025 FROM TY SCHROEDER

Patricia,

Please see below a public comment relating to the land division code amendments. Shawn suggested including this in the public comments for the 10/9 public hearing.

This comment is specific to Bakerview but is really more about buffers/separation from open space tracts and adjacent properties



Mx. Ty (*Tansy*) Schroeder

Pronouns: They / Them / Theirs

Senior Planner, City of Stanwood

City Hall: (360) 629-2181 | Direct: (360) 454-5211

Stanwood City Hall, 10220 270th Street NW, Stanwood, WA, 98292

stanwoodwa.org

Email may be considered a public record subject to public disclosure under RCW 42.56

From: Loni Pogson <lonipogson@gmail.com>
Sent: Thursday, September 25, 2025 2:05 PM
To: Schroeder, Ty <Ty.Schroeder@ci.stanwood.wa.us>
Subject: Fwd: [EXTERNAL] Re: Complaint



CAUTION. This email originated from outside of this organization. Please exercise caution with links and attachments.

Hi Tansy,

Thank you for your response. We did receive the 2022 Public Notice and did know about the retention vault. However, we did not receive any communication after that. Our property has now decreased in value because of the pickle ball court intrusion adjacent to our property. We do not know when this was approved or why the property owners were left out of this?

In regards to the buffer zone to provide visual screen, this does not buffer the noise from the racket hitting the balls or the yelling that goes on. We as the property owner should have been kept informed as to when the court was approved by the city. The revisions to height of grading will not be beneficial to the property owners where this has already been implemented upon us. In this case, what are the property owners recourse to this action?

We believe the City of Stanwood has failed the property owners surrounding this area for many years. There should have been more communication between the City/Builder and the Property owners so all were fully informed. This did not happen. We have tried multiple times to ask questions and were not advised what the impacts would mean to us. Our lively hood has now been impacted as well as the resale on our house. We believe this pickle ball court needs to be put within the Baker View community and not up against the adjacent property owner. This needs to be moved within the Baker View community where they have added another park. This is an intrusion to our work life and personal life, as someone who works from home and also one who works nights. This is not acceptable what has been imposed upon us.

Sincerely,

Londa Pogson



Stanwood Municipal Code Update Project

Street and Utility Standards Amendment Summary

Overview

In accordance with the requirements of the Washington State Growth Management Act (GMA), all cities and counties must adopt development regulations that are consistent with their adopted Comprehensive Plans. In September 2024, the Stanwood City Council adopted the City's 2024–2044 Comprehensive Plan, which sets forth a 20-year vision for land use, housing, infrastructure, and community development.

Following this adoption, the City launched a targeted code amendment process to align its land use and subdivision standards with the updated Plan. A key objective of this effort is to integrate “missing middle” housing types, such as accessory dwelling units, duplexes, triplexes, townhomes, and cottage housing, into the municipal code. These changes aim to promote development flexibility while ensuring that housing choices are available to residents across a range of income levels.

As part of this broader code update, the City is also proposing amendments to its Street and Utility Standards. This effort recognizes that traditional street design requirements were originally developed for large, suburban-style subdivisions and are often incompatible with infill development or compact housing types. To better accommodate missing middle housing, these are being updated to provide flexibility in site layout.

The Standards are divided into 6 chapters:

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

While not all of the proposed revisions to the Street and Utility Standards are directly tied to missing middle housing or land division regulations, incorporating these updates now offers several practical advantages. It allows the City to modernize outdated provisions, reduces the potential for conflicts and avoids the inefficiencies of initiating a separate amendment cycle in the near future. The following outlines the proposed updates to the Street and Utility Standards.

New Alley Standard

Although alleys have existed in Stanwood for some time, the City previously lacked a formal standard detail to guide their design and construction. The updated Standards address this gap by introducing a specific alley standard, which establishes a 20-foot right-of-way requirement consisting of two 10-foot travel lanes.

New Shared Driveway Standard

With the proposed new land division requirements regarding unit lot and split lot subdivisions, the City anticipates the need to establish a new driveway design standard capable of accommodating up to three residential dwelling units on a single parcel. This anticipated standard is being developed to support small-scale, infill residential development to ensure safe and functional site access for multi-unit configurations. These shared driveways will serve as to accessory dwelling units (ADUs) and attached or detached housing units.

The new roadway standard requires 20 feet of right of way with 2–10-foot travel lanes.

Amendment to Private Road Standard

One strategy to facilitate infill development is to increase the number of lots or dwelling units permitted on a private road. This option can be especially advantageous for smaller or irregularly shaped parcels, where constructing a full public roadway may be impractical, cost-prohibitive, or result in an inefficient use of land. Allowing additional units on a private access road can unlock development potential without compromising safety or accessibility.

City staff is recommending an increase in the current limit from 4 to 9 lots on a private road. This recommendation is consistent with the maximum number of lots allowed under a short plat, thereby simplifying the infill development process and reducing regulatory barriers for small- to mid-sized projects.

The new roadway standard requires 31 feet of right of way with 2–10-foot travel lanes and 5-foot sidewalks on each side.

New Private Drive Isle Standard for Multifamily, Mixed-Use and Commercial / Industrial Developments

To enhance clarity and ensure consistent application of access and circulation requirements, the City is introducing a new standard specifically for private drive isles within multifamily, mixed-use, and commercial/industrial developments. These types of developments often include internal drive aisles that function similarly to public streets but are privately maintained. By establishing clear design criteria the new standard will help ensure that private drive aisles are safe, navigable by emergency and service vehicles, and appropriately integrated into site layouts.

The new roadway standard varies in right of way width from 18 to 32 feet based on either one-way or two-way access. One-way streets require a 12 foot drive isle with a 5 foot walkway and two way drive isle require 24 feet with a 5 foot walkway. If fire hydrants are required, the drive isle will require a bump out to 26 feet in those specific areas.

Fire Turn Around Standards

The proposed updates include revisions to fire access and turnaround requirements to ensure consistency with current fire code regulations. As residential development patterns evolve, particularly with increased interest in infill housing and smaller-scale subdivisions, it is critical that emergency vehicle access is maintained across all site configurations.

The updated standards provide fire access options to help site flexibility while maintaining compliance with fire safety regulations. These options include the traditional cul-de-sac, as well as alternative configurations such as the “Y” design, hammerhead, and “T” turnaround, all of which provide adequate space for emergency vehicle maneuvering. Additionally, a fire hydrant clearance detail has been added to ensure unobstructed access to hydrants.

New Bus Pad Specifications

The amendments include a new bus pad specification consistent with the design and operational requirements of Community Transit. This specification ensures that bus stops along designated transit routes are constructed to provide the minimum needed space and structural support for bus shelters.

General Amendments by Chapter

In addition to the proposed street design updates, the amendments include targeted revisions to the general provisions, water, sewer, and drainage standards. These updates aim to modernize the standards with current technology, materials and engineering practices. . These amendments include:

- Adopting new construction materials and infrastructure technologies have occurred over the past decade;
- Incorporation of state law requirements for roadway access and utility connections related to accessory dwelling units (ADUs);
- Update sewer and water material specifications and equipment to improve system efficiency and operational performance;
- Remove outdated reference to certain materials and equipment;
- Standardize water and sewer infrastructure systems and materials to increased cost efficiency by minimizing the variety of spare parts needed for maintenance and repairs; and

- Adopt new maintenance standards to ensure the long-term functionality of public infrastructure and to protect the City's water and sewer treatment plant from damage resulting from neglect or poor upkeep.

The following provides a detailed summary of the text amendments by chapter. Changes are shown in track changes.

Section	Proposed Amendments
Chapter 1: General Streets and Utility Specifications	▪ Added new definitions: alley, complete streets, drive isle, half streets and shared driveways. ▪ Deleted outdated specification, municipal code, and fee resolution references. ▪ Added note that deviation requests are a Type 1 permit. ▪ Requires 72-hour notification for inspections (versus 48). ▪ Exempts high voltage power lines from utility line undergrounding requirements. ▪ Requires developers to request city approval of road closures prior to actual closures. ▪ Add critical areas to the list of items needed to be shown on final asbuilts.
Chapter 2: Transportation and Streets	▪ Updated the public and private street standards cross section requirements. ▪ Created new development standards for alleys, private roads, and private drive isles. ▪ Updates to the surfacing material and depth requirements. ▪ Minor clarification edits.
Chapter 3: Stormwater Management	▪ Included new language which states the storm drainage system shall not impact sanitary sewer flows.
Chapter 4: Water	▪ Minor text amendments to provide clarity to standards. ▪ Deleted outdated and multiple equipment options. ▪ Clarified hydrostatic testing requirements. ▪ Updated with water samples are requirement to be taken and pressure testing requirements.
Chapter 5: Sanitary Sewer	▪ Updated references to WSDOT / APWA standards. ▪ Prohibit ponding or bellies in sewer lines. ▪ Added language requiring city verification of plug removals. ▪ Require 72-hour notice to Public Works for any work or taps into city system (versus 48). ▪ Require cleaning and maintenance of taps and interceptors. ▪ Added new and updated standards for lift stations.

Section	Proposed Amendments
Design Specification Sheets	
Updated Spec Sheets	D-01 – Changed fence height from 10’ to 6’ T-01 – Added Labels to show minor/major intersections T-04 – Added note 3 and 4 T-05 – Added note 3 and 4 T-06 – Added general notes 1 and 2 T-10 – Added cross walk detail T-16 – Changed max height from 6’ – 4’ T-22 New Spec W-01 – Changed setter to a re-setter, added dimensions W-02 New Spec W-03 New Spec W-04 – Changed manholes to aluminum access hatch W-10 – Added notes showing racer wire routing outside riser W-18 New Spec Updated Fire Turn Around Options Added Community Transit Bus Shelter Pad

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE 1551

**AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING THE
STANWOOD STREET AND UTILITY STANDARDS REGARDING STREET DESIGNS,
INFRASTRUCTURE MATERIALS, EQUIPMENT AND DESIGN REQUIREMENTS;
AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the City of Stanwood's requirements for infrastructure development are established in the Street and Utility Standards, which are adopted by reference in Stanwood Municipal Code Chapter 14.08; and

WHEREAS, the existing Street and Utility Standards were last updated on November 23, 2015, through Ordinance 1405; and

WHEREAS, significant advancements in construction materials and infrastructure technologies have occurred over the past decade, creating a need to modernize and revise the standards; and

WHEREAS, recent updates to state law have introduced new requirements for roadway access and utility connections related to accessory dwelling units (ADUs); and

WHEREAS, updates to sewer and water material specifications and equipment are necessary to improve system efficiency and operational performance; and

WHEREAS, certain materials and equipment referenced in the current standards are outdated or no longer available, requiring their removal or replacement with modern alternatives; and

WHEREAS, the City seeks to standardize its water and sewer infrastructure to enhance system compatibility and long-term serviceability; and

WHEREAS, implementing standardized systems and materials will lead to increased cost efficiency by minimizing the variety of spare parts needed for maintenance and repairs; and

WHEREAS, updates to roadway design standards are necessary to support "missing middle" housing types, reduce regulatory barriers to infill development, and better align road design with smaller-scale urban developments in accordance with state legislation; and

WHEREAS, new maintenance standards are required to ensure the long-term functionality of public infrastructure and to protect the City's water and sewer treatment plant from damage resulting from neglect or poor upkeep; and

WHEREAS, The Stanwood SEPA official issued a SEPA Addendum to the 2024 Comprehensive Plan SEPA determination and the associated Utility Plans in support of the adoption of the updated Street and Utility Standards; and

WHEREAS, the Stanwood Planning Commission reviewed the proposed Street and Utility Standards in conjunction with the public hearing on the Missing Middle Housing and Land Development Code updates held on August 11, 2025 and September 8, 2025; and

WHEREAS, the Planning Commission has forwarded its recommendations, which have been incorporated into the final version of the updated standards; and

WHEREAS, members of the public were provided with the opportunity to submit written comments or offer verbal testimony regarding the ordinance before both the Planning Commission and the City Council; and

WHEREAS, the City Council held a duly noticed public hearing and first reading of the proposed ordinance on October 9, 2025, followed by a second reading and additional public comment on October 23, 2025; and

WHEREAS, the City Council of the City of Stanwood has the authority, under RCW 36.70A, to adopt regulations governing development and municipal operations within the City;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Stanwood Street and Utility Standards amendments are adopted as shown in Exhibit “A” attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 4. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED AND APPROVED by the Stanwood City Council this _____ day of _____2025.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

STANWOOD STREET AND UTILITY STANDARDS

6/16/2021

CHAPTER 1

1.000 GENERAL STREET AND UTILITY AND SPECIFICATIONS

1.010 Standard Specifications

Design detail, workmanship and materials shall be in accordance with the current edition of the Standard Specifications for Road, Bridge and Municipal Construction, the APWA Amendments to Division One, and the Standard Plans for Road, Bridge and Municipal Construction, all written and promulgated by the Washington State Chapter of the American Public Works Association and Washington State Department of Transportation except where these standards provide otherwise.

The following specifications shall be applicable when pertinent, when specifically cited in the standards, or when required by a higher funding authority.

- A. Conditions and standards as set forth in current version of the Stanwood Comprehensive Plan.
- B. Conditions and standards as set forth in the City of Stanwood Comprehensive Water System Plan, most current edition.
- C. Conditions and standards as set forth in the City of Stanwood Comprehensive Sanitary Sewer Plan and Wastewater Facilities Plan, most current edition.
- D. Conditions and standards as set forth in the current version of the Stanwood Comprehensive Flood Plan.
- E. Rules and regulations as adopted in the Stanwood Municipal Code.
- F. Conditions and standards as set forth in the North Snohomish County Coordinated Water System Plan, except where this plan is in direct conflict with the Growth Management Act.
- G. Criteria set forth in the Local Agency Guidelines as amended and approved by Washington State Department of Transportation.
- H. Conditions and standards as set forth in the Washington State Department of Transportation Design Manual as amended and approved by Washington State Department of Transportation.
- I. US Department of Transportation Manual on Uniform Traffic Control Device (MUTCD), as amended and approved by the Washington State Department of Transportation.
- J. DOT Construction Manual as amended and approved by Washington State Department of Transportation.
- K. Rules and regulations of the State Board of Health regarding public water supplies as published by the State Department of Health.
- L. Conditions and standards as set forth in the most current edition of the State of Washington Department of Ecology Criteria for Sewage Works Design.
- M. Conditions and standards as set forth in the State of Washington Department of Labor and Industries.

STANWOOD STREET AND UTILITY STANDARDS

6/16/2021

- N. Design criteria of federal agencies including Department of Housing and Urban Development and the Federal Housing Administration.
- O. Requirements as outlined by the Department of Ecology's Stormwater Management Manual for Western Washington, 2005 edition, except as amended by these standards.
- P. Other specifications not listed above, may apply when required by the City of Stanwood.

1.020 Shortened Designation

The Stanwood Street and Utility Standards shall be cited routinely in the text as the "Standards".

1.030 Applicability

The Standards shall govern all new construction and upgrading of public and private transportation and transportation related facilities; storm drainage facilities; sewer and water improvements; and park, recreation and open space facilities. These standards apply to construction, maintenance and operation of all public works and planning projects within the City.

1.040 Definitions and Terms

Alley – An alley is a narrow public or private right-of-way that provides secondary access to properties in the rear or side of lots. It does not provide primary access but is intended to serve as access to rear yards, garages or parking areas. It can also serve as a utility corridor.

Average Daily Traffic or ADT - The average number of vehicles passing a specified point during a 24-hour period. Annual average daily traffic (AADT) denotes that daily traffic that is averaged over one calendar year.

City Engineer - The City employee designated by the Public Works and Community Development Directors as the Washington state licensed professional engineer who represents the City on reviewing projects.

Complete Street – A street designed and operated to enable safe access for all users including pedestrians, bicyclists, transit riders, motorists and people of all ages and abilities.

Developer - Any person; firm; partnership; association; joint venture; or corporation or any other entity responsible for a given project.

Director of Community Development - The City employee who administer the Community Development Department and is responsible for implementation of these Standards for projects.

Director of Public Works - The City employee who administers the Public Works Department and is responsible for implementation of these Standards for projects.

Drive Isle – A privately owned and maintained access lane within a multifamily, mixed-use, commercial or industrial development that provides internal vehicle circulation and access to buildings, parking areas, and service locations. Drive isles are not public streets but are required to meet minimum design standards for emergency and service access. Drive isle may also include shared easements for utilities.

Easement - The right to use a defined area of property for specific purpose/purposes as set forth in the easement document, on a plat or short plat, or as required for purposes as set forth herein.

Engineer - Any Washington State licensed professional engineer who represents the developer.

STANWOOD STREET AND UTILITY STANDARDS

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Half street - ~~A Street constructed along an edge of development with improvements from the road centerline to the development constructed to the Standards herein. The road on the other side of the road centerline constructed with a 12-foot wide driving lane with pavement section constructed to the Standards herein. A partial roadway improvement constructed along the frontage of a development, consisting of two travel lanes (one in each direction), a landscape strip and sidewalk on one side of the street, along with other required utilities. Half street improvements are designed to provide interim access and circulation until the opposite side of the right-of-way is completed by future adjacent development.~~

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Interceptor - The sewer that receives flow from a number of mains or trunk sewers, force mains, etc.

Lateral - That section of the sewer line extending from the City's main to the right-of-way or easement line (i.e., the side sewer) that has no other common sewers discharging into it.

SMC - Stanwood Municipal Code.

Lot of Street Frontage - The distance between the two points where the lot lines intersect the boundary of public street right-of-way or private street tract.

Plans - The plans; profiles; cross sections; elevations; details; and supplementary specifications; signed by a licensed professional engineer which show the location, character, dimensions, and details of the work to be performed.

Private Sewer - Shall be that portion of the system located on private property where no easements are granted to the City. Maintenance of a private sewer shall be the responsibility of the property owner(s).

Private Street - Private vehicular access provided for by an access tract serving no more than ~~four~~ nine dwelling units that is privately owned and maintained.

Project(s) - General term encompassing all phases of the work to be performed and is synonymous to the term "improvement" or "work".

Public Sewer - Shall be that portion of the system located within public rights-of-way or easements and which are operated and maintained by the City.

Public Street - Publicly owned and maintained street.

Right-of-Way - A general term denoting public land, property, or interest therein (e.g., and easement) acquired for or devoted to a public street, public access or public use.

Road - Used interchangeably with street.

Sewer Main or Trunk - Shall be a sewer that receives flow from one or more mains.

~~Shared Driveway - A privately owned and maintained access drive that provides vehicular access to no more than three dwelling units located on separate or commonly held lots or parcels. Shared driveways are not public streets and are intended for low-volume, residential use only. Maintenance agreements and utility easements shall be clearly defined and recorded against the property.~~

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Side Sewer - The pipe and appurtenances that convey sewage between the point of connection two feet outside a building wall/foundation and the connection to the public sewer main that are the responsibility of the property owner(s).

Street - Used interchangeably with road.

STANWOOD STREET AND UTILITY STANDARDS

6/16/2021

Use of Pronoun - As used herein, the singular shall include the plural and the plural the singular; any masculine pronoun shall include the feminine or neuter gender and vice versa; and the term "person" includes natural person or persons, firm, partnership, corporation or association, or combination thereof.

Utility - A company providing public service including, but not limited to, gas; oil; electric power; street lighting; telephone; telegraph; water; sewer; storm drainage; or cable television; whether or not such company is privately owned or owned by a governmental entity.

Water Main - Pipe and appurtenances used for conveying and distributing water within the City's water system. The City shall own and maintain water mains within public rights-of-way or easements dedicated to the City.

Water Meter - A device used to measure the quantity of water passing through a particular outlet. Ownership and maintenance of the first water meter on a water service line shall be the City of Stanwood, and all sub-metering beyond that shall be owned and maintained by the property owner(s), unless otherwise agreed up on in writing.

Water Service Line - The pipe and appurtenances that convey water from a water main to a building. Ownership and maintenance of the water service between the water main and the first water meter shall be the City of Stanwood, all other water service lines shall be owned and maintained by the property owner(s).

1.050—Amendments to Standards

~~From time to time, amendments may be needed to modify the provisions of these Standards. Amendments shall be processed as a Type V application by ordinance by the City Council consistent with SMC 17.80.130, following public notification and hearing consistent with SMC 17.85.~~

1.055 Modifications to Standards

~~Modifications may be considered only as authorized in the text as set forth in the following sections:~~

- ~~1. Section 1.140 A. Utility Locations~~
- ~~2. Section 2B.070 Right of Way widths~~
- ~~3. Section 2B.100 Hammerhead turnaround~~
- ~~4. Section 2B.140 Intersections~~
- ~~5. Section 2B.150 Driveways~~
- ~~6. Section 2B.190 D. Hot mix asphalt longitudinal joints~~
- ~~7. Section 2C.020 Minimum standards for sidewalks~~
- ~~8. Section 2C.040 Cement concrete curb and gutter.~~
- ~~9. Section 4.040 Water Main~~
- ~~10. Section 4.070 Hydrants~~

~~Applications for Modification of Standards shall be processed as a Type I Application consistent with SMC 17.80.130.~~

STANWOOD STREET AND UTILITY STANDARDS

6/16/2021

1.045 Deviation Requests

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An application for ~~modification~~ a deviation request shall be made by the owner of the property or his authorized agent. The application shall be made on a form provided by the city, and shall be submitted to the Community Development Department separately or as part of a concurrent application for site development review or right of way use permit/construction permit as applicable. Each ~~modification~~ request shall require a separate application and fee. Deviation requests are processed as a Type 1, administrative permit per the Unified Development Code requirements.

A fee consistent with ~~SMC 3.30~~ the most currently adopted fee resolution shall be submitted upon application.

The applicant shall clearly and in detail state what adjustment of requirements is requested and the reasons that such adjustment is warranted. The application shall be accompanied by supplemental data, such as sketches, surveys, and statistical information, as is deemed necessary by the City to support the adjustment.

The Public Works Director upon recommendation of the city engineer shall have the authority to consider and act upon an application to modify standards. The Director may approve, modify, or deny the requested adjustment, based on all of the following findings.

1. The adjustment would not be contrary to a significant public interest, and
2. The adjustment would be in keeping with and preserve the intent of the Standards, and
3. Literal enforcement of the Standards would be impracticable and would result in an unreasonable and unnecessary hardship, and
4. The modification is consistent with other chapters and sections of the Stanwood Municipal Code as determined relevant by the reviewing official.

In reviewing an application for modification the City may consider whether the modification is necessary to implement Federal or State requirements and when this consideration is relevant this consideration shall be included in the findings for approval.

The Director shall report on any approved modifications quarterly to the City Council subcommittee reviewing public works projects, and shall provide an annual report summarizing such modifications to the City Council.

1.060050 Severability

If any part of these Standards are found invalid, all other parts shall remain in effect.

1.065055 Applicable Permits

These standards will be used to evaluate projects requiring the following permit processes:

- A. Right of Way Use/Construction Permit ~~(See SMC 14.26)~~
Applicable to construction in or alteration to any existing public street, sidewalk or alley, or to temporary lane or street closures.
- B. Project Permits and All Other Types of Site Development Permits ~~(See SMC 17.80.030)~~
Applicable to development of:

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- a) all new public or private infrastructure including streets, sewers, water systems, stormwater systems or parks needed to serve development, and
- b) connection of any private infrastructure to a public system that triggers a right of way use/construction permit except when no grading is required.
- C. Grading Permit ~~(SMC 17.80.080)~~ Land clearing, fill and grade permits are required for all construction projects over 50 cubic yards or within 2 feet of a property line. A strict inventory and erosion control plan is required for all land clearing and grading permits.
- D. Building plumbing and electrical permits ~~(SMC 14.04)~~ A building permit is required for most construction work including tenant improvements, alteration, repairs and demolition.
- E. Demolition permits ~~(SMC 14.04)~~
- F. Subdivision of land and changes in lot or right of way boundaries including lot splits, unit lot subdivisions, short plats, long plats, binding site plans, boundary line adjustments, and street vacations. ~~(SMC Title 16)~~

1.070060 Plan requirements

- A. Plans and profile illustrations must be submitted to the City for plan review and approval prior to the commencement of any construction or alteration of all proposed transportation related improvements; street illumination; traffic signalization; storm drainage facilities; and sewer and water improvements. For specific minimum requirements see the City's Checklist for each permit
- B. Plans for construction projects using these Standards, shall be prepared by a licensed engineer, registered in the State of Washington. All plans must be signed and stamped by the applicant's engineer prior to submittal for plan review. On occasion, the scope of a project (i.e., relocating hydrant) may not require engineered plans and can instead be handled via a right-of-way use/construction permit.
- C. Final plans for construction of infrastructure shall be approved by the Public Works Director or City Engineer prior to the start of construction.
- D. Specifications shall be required and submitted with the plans if General Notes do not adequately cover the project requirements.

1.080070 Plan Review

All plans are to be submitted to the Stanwood Community Development Department in accordance with the Stanwood Municipal Code and these Street and Utility Standards. ~~Section 14.26 Right of Way Use/Construction Permit, Title 16 Subdivisions and Title 17 Zoning.~~

1.090080 Construction Control

Work performed for the construction or improvement of City public or private roads and utilities whether by or for a private developer, by City forces, or by a City contractor, shall be done to the satisfaction of the City and in accordance with approved plans. No work shall be started until such plans are approved. The City shall approve any revision to such plans before being implemented. Failure to receive the City's approval can result in removal or modification of construction at the contractor or developer's expense to bring it into conformance with approved plans.

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1.40090 Inspection

All work performed within the public right-of-way or easements, or as described in these Standards, whether by or for a private developer, by City forces, or by a city contractor, shall be inspected by the City and done to the satisfaction of the City and in accordance with any approved plans and these Standards. The City must approve any revision to construction plans in writing.

It is the responsibility of the developer, contractor, or their agents to notify the City two working days (48 hours) in advance of the commencement of any authorized work. A preconstruction meeting and/or field review shall be required before the commencement of work.

Inspections shall be requested by the developer, contractor or their agents a minimum of three (3) businessworking days (72 hours) prior to the scheduled appointment.

It is the responsibility of the developer, contractor or their agents to have an approved set of plans and any necessary permits on the job site whenever work is being accomplished.

The City shall have authority to enforce these Standards as well as other referenced or pertinent specifications. The City will appoint project engineers, assistants and inspectors as necessary to inspect the work and they will exercise such authority as the Community Development Director or Public Works Director may delegate.

All specific inspections, test measurements or actions required of all work and materials are set forth in their respective chapters herein. Tests shall be performed at the developer or contractor's expense.

Failure to comply with the provisions of these Standards may result in stop work orders, removal of work accomplished, or other penalties as established by ordinance.

No water meters shall be released for any lot or building served by a project until final acceptance has been granted.

1.40100 Fees

Fees shall be as set forth in SMC 3.30 in the most recently adopted fee resolution.

1.40110 Utility Locations

- A. Utilities within a right-of-way or easement on new roads or in roadways where existing utilities are not in conflict, shall be located as shown in typical street sections on Transportation Standard Details. Where existing utilities are in place, new utilities shall conform to these standards as nearly as practical and yet be compatible with the existing installations. The Public Works Director may approve modifications of location consistent with Section 1.055. Existing utilities shall be shown using the best information available. This verification may require exploration/excavation (potholing) if utilities are in conflict with proposed design.

The contractor/developer shall be responsible for utility locations in conjunction with their project until final Public Works approval is given.

- B. All new utilities located on right-of-way, public or private, within a subdivision development or on easements within a subdivision development shall be installed underground and new and existing facilities shall comply with provisions as set forth in these standards and as directed by the Public Works Director. Existing high-voltage transmission lines may remain above ground, however all new distribution lines or connections must be installed

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underground. Easements for public utilities shall be as set forth in franchise agreements between the City and the utility.

Utilities converted from overhead to underground on existing roadways may be located within the right-of-way.

- C. A right-of-way use/construction permit is required of any utility, except City-owned facilities and utilities, who hold a franchise agreement with the City for any work done within the right-of-way and shall comply with all provisions of these Standards.

1.150120 Easements

- A. Where public utilities and/or their conveyance systems cross private lands, an easement must be granted to the City. The Community Development Department will process, record and file all easements. If the property is platted the easement may be conveyed when the ~~short plat~~ or final plat is filed. A licensed land surveyor or engineering firm capable of performing such work must prepare all easements not shown on a plat.
- B. Width for permanent easements shall be 15 feet for a single utility and 20 feet for dual utilities. Construction easements shall be 30 feet minimum in total width, including the permanent easement. When trench depths dictate or where pipe diameter or vault widths exceed four feet, a wider easement may be required by the City Engineer.
- C. Easements are required to be submitted in draft, unsigned for review and approval prior to plan approval. Signed copies are required prior to plan approval. Any change in design which places an amenity, (i.e., private roadway, water, sewer, landscaping, sidewalk, etc.,) outside of the easement may necessitate stopping of construction until plans and easements can be resubmitted and approved. Easements will be filed by the City upon satisfactory completion of the work.

1.160130 Latecomers Agreements

Latecomer Agreements shall be in accordance with Stanwood Municipal Code Section ~~12.50~~ and state law.

1.170140 Utility Extension

Utility mains shall be extended to and through the extremes of the property being developed for loop closures and/or future development as determined by the City.

1.190150 Traffic Control

- A. The developer/contractor shall be responsible for interim traffic control during construction on or along traveled roadways. Traffic control shall follow the guidelines of the WSDOT/APWA Standards. All barricades, signs and flagging shall conform to the requirements of the MUTCD.

City utilities constructed within Snohomish County right-of-way shall follow all traffic control requirements as set forth by Snohomish County Department of Public Works and MUTCD.

Signs must be legible and visible and should be removed at the end of each work day if not applicable after construction hours.

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- B. When road closures and detours cannot be avoided the contractor/developer shall ~~notify~~ submit a request to the Public Works Department to close the road. The City ~~may~~ require requires a detour plan, including closure duration, to be prepared, submitted and approved prior to closing any portion of a City roadway. In reviewing the request the Public Works Director shall consider and require mitigation measures to limit impacts on peak traffic hours, schools, transit, public safety, and scheduled special events.
- C. A right-of-way use/construction permit may be required before work in the road can commence.

~~1.200~~160 Call Before You Dig

All developers/contractors are responsible for timely notification of all utilities in advance of any construction in right-of-way or utility easements. The utilities on-call Underground Location Center phone number is 1-800-424-5555 or 811.

~~1.240~~170 As-builts

As-builts shall be provided to the City for approval by the City prior to final plat approval for plats or before building occupancy approval for other ~~site~~ development permits. The as-builts shall include the following information:

- Each sheet of the as-built drawing plans shall include the following statement along with the engineer's or surveyor's professional stamp (signed and dated): "These plans are as-built drawings and the information shown accurately reflects field conditions as of this date _____."
- It shall be the contractor's responsibility to record the location, by centerline station, offset, and depth below pavement, of all existing utilities uncovered or crossed during his work as covered under this project.
- It shall be the contractor's responsibility to have his surveyor locate by centerline station, offset and elevation, each major item of work done under this contract. Items of work shall be defined to include such items as: Fittings, Valves, Pipe, Hydrants, Services, Manholes, Catch Basins, Vaults, Structures, PRVs, Air/Vacs, Blowoffs.
- Sanitary Sewer: Plans and profiles including line size, slope and length. All manholes shall include location, type, rim/invert elevations, inside and outside drops. Side sewer shall be located and compared with the TV report.
- Water: Size, length and type of material shall be shown.
- Drainage: Survey and volume computations for the retention/detention pond shall be prepared and stamped by a professional engineer. Information for the system shall include plans and profiles including line size, slope, length and location. All manholes and catch basins shall include location, type, and rim/invert elevation.
- Streets (Public and Private): Information shall include monument locations, slopes, roadway limits and profiles. Center line slopes, bearings and curve data (vertical and horizontal). Driveway locations and widths. Right-of-way location and widths. Location of illumination, service cabinets, junction boxes, and signalization.
- Critical Areas types, location, buffers and any associated native growth protection areas.

After the as-built drawings have been approved by the City Engineer, the following items must be provided for prior to final plat approval or issuance of the Certificate of Occupancy:

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- ~~Three (3)~~ [One \(1\)](#) full-size paper copies;
- ~~One (1) Mylar copy;~~
- Electronic files of as-built drawings in AutoCAD format;
- Electronic files of as-built drawings in portable document file (PDF) format.

[1.220180](#) Appeals

Appeals to decisions resulting from application of the Standards and Standard Details shall be made in accordance with SMC, ~~17.80.09 Unified Development Code Title 18:~~

STANWOOD STREET AND UTILITY STANDARDS

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CHAPTER 2

2.000 TRANSPORTATION AND STREETS

2A GENERAL CONSIDERATIONS

2A.010 General

The overall goal of this chapter is to encourage the uniform development of an integrated, fully accessible, public transportation system that will facilitate present and future travel demand with minimal environmental impact to the community as a whole.

This chapter provides minimum development standards supplementing the applicable standards as set forth in Chapter 1.

2B STREETS

2B.010 General

Street design must provide for the maximum loading conditions anticipated. The width and grade of the pavement must conform to specific standards set forth herein for safety and uniformity.

2B.020 Design Standards

The design of streets and roads shall depend upon their type and usage. Standard design structures are shown in the City's Standard Details.

The layout of streets shall provide for the continuation of existing principal streets in adjoining subdivisions or of their proper projection when adjoining property is not subdivided. Minor streets, which serve primarily to provide access to abutting property, shall be designed to discourage through traffic (see the table of the Minimum Street Design Standards).

- A. Alignment. Alignment of arterials, major collectors and minor collectors shall conform with that shown in the Comprehensive Plan.
- B. Grade. Street grade should conform closely to the natural contour of the land. The minimum allowable grade shall be 0.5 percent. The maximum allowable grade shall be 14 percent, depending upon the street classifications.
- C. Width. The pavement and right-of-way width depend upon the street classification. The table of Minimum Street Design Standards show the minimum widths allowed.

Street widths shall be measured from face of curb to face of curb on streets with cement concrete curb and gutter.
- D. The General Notes that follow this page shall be included on any plans dealing with street design.

STANWOOD STREET AND UTILITY STANDARDS

MINIMUM STREET DESIGN STANDARDS

Design Standard	Minor Arterial	Commercial & Industrial Collector/ Neighborhood Major Collector	Neighborhood Minor Residential Collector	Local Access/Cul-De-Sac
Transportation Standard Detail #	T-2	T-3	T-4	T-5/T-6
ROW Width (minimum)	86-98 71-95 ft.	57-61 ft.	49-53 ft.	51 49 ft.
Street Width (minimum)	48-40-64 0 ft., plus two 5 ft. bike lanes	36-40 ft.	28-22 ft.	30 28 ft.
Curb Requirements	Cement concrete curb (6") & gutter, both sides	Cement concrete curb (6") & gutter, both sides	Cement concrete curb (6") & gutter, both sides	Cement concrete curb (6") & gutter, both sides
Planter Width (minimum)	8.5 ft. wide both sides	5 ft. wide both sides	5 ft. wide both sides	5 ft. wide both sides
Sidewalk Requirements (minimum)	5 10 ft. wide both sides	5 ft. wide both sides	5 ft. wide both sides	5 ft. wide both sides
Utility Easements	10 ft. both sides	10 ft. both sides	10 ft. both sides	10 ft. both sides
Minimum-Maximum Grade	.50% to 7%	.50% to 12%	.50% to 12%	.50% to 14%
Intersection Curb Radius	30 ft.	30 ft.	30 ft.	25-28 ft.
Design Speed (MPH)	45	35	35	25
Stopping Sight Distance	360 ft.	250 ft.	250 ft.	155 ft.
Intersection (Entering) Sight Distance	500 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement	390 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement	390 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement	280 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement
Utility Easements	10' each side of street	10' each side of street	10' each side of street	10' each side of street
Parking	none	8' each side	8' one side	8' one side
Daily Traffic Volume	> 3000 ADT	1001-3000 ADT	250-1000 ADT	< 250 ADT

STANWOOD STREET AND UTILITY STANDARDS

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Design Standard	Alley / Shared Use Driveway	Private Road	Private Drive Isle
Transportation Standard Detail #	T-28/T-29/T-30	T-31/T-32	T-33
ROW Width (minimum)	20 ft.	26-31 ft.	18-32 ft.
Street Width (minimum)	20 ft.	20 ft.	28 ft.
Curb Requirements	Cement concrete curb (6") & gutter, both sides	Cement concrete curb (6") & gutter, both sides	Cement concrete curb (6") & gutter, both sides
Planter Width (minimum)	None	None	None
Sidewalk Requirements (minimum)	None	5 ft. wide on any side with units.	5 ft. wide one side
Utility Easements	None Required	None Required	None Required
Minimum-Maximum Grade	.50% to 12%	.50% to 12%	.50% to 12%
Intersection Curb Radius	28 ft.	28 ft.	28 ft.
Design Speed (MPH)	25	25	25
Stopping Sight Distance	1550 ft.	1550 ft.	1550 ft.
Intersection (Entering) Sight Distance	280 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement	280 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement	280 ft., driver's eye 15 ft. back from edge of traveled way and 3.5 ft. above pavement
Utility Easements	None Required	None Required	None Required
Parking	None Required	None Required	None Required
Daily Traffic Volume	< 250 ADT	< 250 ADT	< 250 ADT

2B.030 Street Construction General Notes

1. All workmanship and materials shall comply with the Stanwood Street and Utility Standards and Standard Details and the most current copy of the State of Washington Standard Specifications for Road, Bridge and Municipal Construction.
2. The contractor shall be responsible for all traffic control in accordance with MUTCD. Prior to disruption of any traffic, traffic control plans shall be prepared and submitted to the City for approval. No work shall commence until all approved traffic control is in place.
3. A licensed engineering or surveying firm shall stake all curb and gutter, street grades, sidewalk grades and any other vertical and/or horizontal alignment.
4. Where new asphalt joins existing, the existing asphalt shall be cut to a neat vertical edge and tacked with Asphalt Emulsion type, CSS-1, in accordance with the Standard Specifications. The new asphalt shall be feathered back over existing to

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provide for a seal at the saw cut location and the joint sealed with grade AR-4000W paving asphalt.

5. Compaction of subgrade, rock and asphalt shall be in accordance with the Standard Specifications.
6. Form and subgrade inspection by the City is required before pouring concrete. Twenty-four hours notice is required for form inspection.
7. See the Stanwood Street and Utility Standards Chapter 2 for testing and sampling frequencies.
8. Prior to issuance of a Certificate of Occupancy, the Developer shall provide and install all street name, regulatory, warning and guide signs.

2B.040 Functional Classifications

City streets are divided into arterials, major collectors, minor collectors, and local access streets in accordance with regional transportation needs and the functional use each serves. Function is the controlling element for classification and shall govern right-of-way, road width and road geometrics. The City of Stanwood Comprehensive Plan provides street category definitions and street classifications. Streets not included in the Comprehensive Plan will be classified by the Public Works Director.

2B.050 Street Naming/Addressing

Streets and roads shall be named according to specific criteria. All streets lying in Stanwood are designated northwest (NW). "Avenues" run north – south and are numbered with the exception of certain long-standing historical names. "Streets" run east – west and are also numbered except for certain historical names. "Drives" are irregular or diagonal streets over two grid blocks in length not conforming to the grid pattern. "Places" shall be east - west streets, parallel to but between "Streets". "Ways" shall be north - south streets parallel to but between "Avenues". "Courts" shall be cul-de-sacs which cannot be extended. Courts are to be named or numbered and carry the number of the preceding street or avenue. "Loops" shall be small loop-type streets to carry the name of the street from which they originate. "Lanes" shall be private streets.

Note that a few exceptions to the "Place" rule exist within the City. "Manor Place", "Village Place" and "Country Place" function like "Ways". They are addressed as such.

An address number will be assigned to all new buildings at the time the building permit is issued. It is then the owner's responsibility to see that the house numbers are placed clearly and visibly at the main entrance to the property or at the principal place of egress.

The developer must check with the Community Development Director regarding the naming of streets and assigning house numbers. This should be done at the time the preliminary plat is submitted and again upon approval of the final plat. The Community Development Department will insure that the name assigned to a new street is consistent with policies of the City.

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2B.060 Signing

The developer is responsible for providing all traffic control signs. Traffic control signing shall comply with the provisions as established by the US Department of Transportation Manual on Uniform Traffic Control Devices (MUTCD).

Street signs for any private street shall have a white background with green lettering.

2B.070 Right of Way

Right of way widths shall be per the minimum Street Design Standards Table and Transportation Standard Details.

Right-of-way requirements may be increased if additional lanes; pockets; transit lanes; bus loading zones; operational speed; bike lanes; utilities; schools or other factors are required as determined by the Public Works Director.

Right-of-way shall be conveyed to the City on a recorded plat or by right-of-way dedication deed.

2B.080 Private Streets

See definition of private streets in Chapter 1.

Private streets may be allowed under the following conditions:

1. Permanently established by tract providing legal access to serve no more than four dwelling units, and have a minimum ~~24~~20-foot paved surface with curb and gutter, and have a 5' sidewalk ~~on side serving units, on one side of the private street 5 feet in width of such a design that prevents parking upon the sidewalk.~~ All sidewalks will meet ADA requirements.
2. Accessible at all times for emergency and public service vehicle use.
3. Will not result in land locking of present or future parcels nor obstruct public street circulation.
4. Covenants have been approved, recorded and verified with the City which provide for maintenance of the private streets and associated parking areas by the owner or homeowners association or other legal entity.
5. A private street may serve up to 9 units and shall have a minimum length of 50 feet and a maximum length of 400-300 feet without a fire turnaround; private streets over 300 feet must include fire turnarounds per the Fire Marshal.
6. ~~Multi-family and mixed-use complexes may have private streets that serve up to 4 units as ingress/egress and parking.~~

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2B.085 Private Drive Isles

See definition of drive isles in Chapter 1.

Private drive isles are allowed under the following conditions:

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1. Private drive isles may be established to serve multifamily, mixed-use, commercial or industrial multi-building projects.
2. When needed private access, utility and maintenance agreements shall be established and recorded against the properties prior to building occupancy.

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2B.090 Street Frontage Improvements

- A. All commercial and residential (including multi-family) developments, plats, and short plats shall install street frontage improvements at the time of construction. Such improvements shall include curb and gutter; sidewalk; street storm drainage; street lighting system; traffic signal modification, relocation or installation; utility relocation; landscaping and irrigation and street widening all per these Standards. Plans shall be prepared and signed by a licensed civil engineer registered in the State of Washington.
- B. All frontage improvements shall be made across full frontage of property, including curb, gutter and sidewalk fronting the property and half street improvements. These improvements shall include a half-street overlay of an existing frontage road and repairing existing damaged pavement and/or subgrade.
- C. Frontage improvements include installation of street illumination in accordance with the requirements of these Standards. Street lighting may be installed on existing utility poles should they exist, otherwise new street lighting poles shall be provided.
- D. Deferral of improvements If the Public Works Director and Community Development Director deem that the above such improvements cannot be accomplished at the time of building construction, a recorded agreement on forms approved by the City Attorney shall be completed which provide for these improvements to be installed at a specific date by the applicant. Financial hardship shall not be considered as a reason for delaying improvements.

2B.100 Cul-de-sac

Streets designed to have one end permanently closed shall have a minimum length of 50 feet and a maximum length of 400 feet. At the closed end, there shall be a widened "bulb" having a minimum paved traveled radius as shown in the Standard Detail. Cul-de-sac length shall be measured along the centerline of the cul-de-sac road from the extension of the intersecting right-of-way line extended to the center of the cul-de-sac bulb. ~~Hammerhead turnarounds may be considered through the modification process in Section 4.055.~~

2B.110 Temporary Dead Ends

Where a street is temporarily dead ended, turn around provisions must be provided where the road serves more than one lot.

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2B.120 Half Street

A half street may be permitted subject to approval by the Public Works Director when:

- A. The half street will be located near the edge of a development and there is a reasonable assurance of obtaining the prescribed additional right-of-way from the adjoining property suitable for completion of a full-section roadway, and
- B. Such alignment is consistent with or will establish a reasonable circulation pattern, and
- C. The right-of-way width shall be half of the required right-of-way width per these Standards plus sufficient right-of-way to install a 12-foot lane for two-way traffic and appurtenant drainage components, and
- D. A minimum 12-foot paved lane is constructed adjacent to the half street improvements consistent with these Standards for two-way traffic. The edge of said lane shall be finished with permanent curb and gutter to insure proper drainage, bank stability and traffic safety.

2B.130 Medians

A median shall be in addition to, not part of, the specified roadway. Medians shall be designed so as not to limit turning radius or sight distance at intersections.

2B.140 Intersections

- A. Traffic control will be as specified in the Manual on Uniform Traffic Control Devices (MUTCD) or as modified by the City Engineer as a result of appropriate traffic engineering studies. Modification to this standard may be considered pursuant to Section 1.055.
- B. Street intersections shall be laid out so as to intersect as nearly as possible at right angles. Sharp angled intersections shall be avoided. For reasons of traffic safety, a “T” intersection (three-legged) is preferable to the crossroad (four-legged) intersection for local access streets. For safe design, the following types of intersection features should be avoided:
 - 1. Intersections with more than four intersecting legs;
 - 2. “Y” type intersections where streets meet at acute angles;
 - 3. Intersections adjacent to bridges and other sight obstructions.
- C. Spacing between adjacent intersecting streets, whether crossing or “T” should be as follows:

Arterial	300 feet
Major Collector	200 feet
Minor Collector	200 feet
Local Access Street	150 feet

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When different class streets intersect, the higher standard shall apply on curb radii and intersection spacing. Modification to this standard may be considered pursuant to Section 1.055.

- D. On sloping approaches at an intersection, landings shall be provided with grade not to exceed one foot difference in elevation for a distance of 30 feet approaching any arterial, or 20 feet approaching a collector or local access street, measured from nearest right-of-way line (extended) of intersecting street.
- E. Intersection improvements that occur on State Route 532 shall also be reviewed and approved by the Washington State Department of Transportation.

2B.150 Driveways [and Shared Driveways](#)

A. General

1. All abandoned driveway areas on the same frontage shall be removed and the curbing and sidewalk or shoulder and ditch section shall be properly restored.
2. All driveways shall be constructed of portland cement concrete (PCC) or of hot mix asphalt (HMA) and shall be subject to the same testing and inspection requirements as curb, gutter, and sidewalk construction. PCC driveways for uses other than single-family residential shall have a compressive strength of not less than 4,000 pounds per square inch (PSI).
3. Joint-use driveways serving two adjacent parcels may be built on their common boundary upon formal written agreement by both property owners and approval of the City. The agreement shall be a recorded easement for both parcels of land specifying joint usage.
4. Grade breaks, including the tie to the roadway, shall be constructed as smooth vertical curves. The maximum change in driveway grade shall be 8 percent within any 10 feet of distance on a crest and 12 percent within any 10 feet of distance in a sag vertical curve.
5. No commercial driveway shall be approved where backing onto the sidewalk or street will occur.
6. Driveway access shall not be allowed within 100 feet of a collector intersection or within 50 feet of a local access intersection. This distance shall be measured from nearest edge of proposed driveway access to edge of intersecting road pavement or to the point at which the sidewalk curves at the intersection.
7. Driveways shall be aligned with existing driveways on the opposite side of the street on two or three lane streets. Where the driveways cannot be aligned, the driveways shall be separated in accordance with the Standard Detail.
8. Driveways shall be offset a minimum of 100 feet from existing driveways on the opposite side of streets with four or more lanes.

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9. Driveways constructed in areas where vertical curb and gutter frontage improvements are required shall be constructed as drop curb driveways.
10. Residential driveways shall have a minimum separation of ten feet between the nearest edges of the access points.

B. Width

1. Residential driveways for single-family dwellings or duplexes shall have a minimum width of 10 feet and a maximum width of 30 feet.
2. One-way commercial driveways accessing the public right-of-way shall have a minimum width of 15 feet and maximum width of 30 feet. See Stanwood Municipal Code Section ~~17.105.120 (6)~~ for parking aisle widths requirements from the driveway.
3. Two-way commercial driveways shall have a minimum width of 25 feet and a maximum width of 40 feet. See Stanwood Municipal Code Section ~~17.105.120 (6)~~ for parking aisle widths requirements from the driveway.
4. A road approach or wider driveway width may be approved by the City Engineer where a substantial percentage of oversized vehicle traffic exists, where divisional islands are desired, or where multiple exit or entrance lanes are needed.
5. Parking lot circulation and signing needs shall be met on site. The public right-of-way shall not be utilized as part of a one way parking lot flow.
6. Road approaches and/or ingress and egress tapers may be required in industrial and commercially zoned areas as part of the sign development review process. Tapers shall be designed per Institute of Transportation Engineers specifications.

C. Access to State Route 532 and Adjoining Streets

Access to State Route 532 and adjoining City Streets shall comply with Washington Administrative Code Sections 468-51 and 468-52. Fees for processing, review and inspection of projects in areas where Stanwood controls access management shall be in accordance with City of Stanwood City Code in lieu of those listed in the Washington Administrative Code.

2B.160 Sight Obstruction

The following sight clearance requirements take into account the proportional relationship between speed and stopping distance.

The sight distance area is a clear view triangle formed on all intersections by extending two lines of specified length (A) and (B) as shown below from the center of the intersecting streets along the centerlines of both streets and connecting those endpoints to form the hypotenuse of the triangle. The area within the triangle shall be subject to said restrictions to maintain a clear view on the intersection approaches. Refer to Standard Detail T-1 for additional information.

STANWOOD STREET AND UTILITY STANDARDS

Sight Distance Triangle:

A. Stop or Yield Controlled Intersection

	Sight Distance (Feet)	
	(A)	(B)
Speed Limit	Major Street	Minor Street
20 mph	200	*
25 mph	250	*
30 mph	300	*
35 mph	350	*
40 mph	400	*

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*Sight distance measured from a point on the minor road 15 feet from the edge (extended) of the major road pavement and measured from a height of eye at 3.50 feet on the minor road to height of object at 4.25 feet on the major road.

B. Uncontrolled Intersection

	Sight Distance (Feet)	
	(A)	(B)
Speed Limit	Major Street	Minor Street
20 mph	90	90
25 mph	110	110
30 mph	130	130
35 mph	155	155
40 mph	180	180

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- C. The vertical clearance area within the sight distance triangle shall be free from obstructions to a motor vehicle operator's view between a height of 3 feet and 10 feet above the existing surface of the street.
- D. Exclusions. Sight obstructions that may be excluded from these requirements include: fences in conformance with this chapter; utility poles; regulatory signs; trees trimmed from the base to a height of 10 feet above the street; places where the contour of the ground is such that there can be no cross visibility at the intersection; saplings or plant species of open growth habits and not in the form of a hedge which are so planted and trimmed as to leave at all seasons a clear and unobstructed cross-view; buildings constructed in conformance with the provisions of appropriate zoning regulations; and preexisting buildings.

STANWOOD STREET AND UTILITY STANDARDS

2B.170 Surfacing Requirements

Surfacing requirements shall be determined by a geotechnical investigation of the existing soils and pavement design by a licensed engineer. The pavement cross-section shall meet the following minimum requirements.

A. Collector Streets

Surfacing: 4" Hot Mix Asphalt, PG ~~5864~~-22

Top course: 2" crushed surfacing top course

Base: ~~4~~6" ballast

Alternate-

Surfacing: 4" Hot Mix Asphalt, PG ~~5864~~-22

Top course: 4" asphalt treated base

Base- 2" crushed surfacing base course

B. Local Access Street, Shared Use Driveway/Alley, and Private Streets

Surfacing: ~~3~~2" Hot Mix Asphalt, PG ~~5864~~-22

4" Asphalt Treated Base

Top course: 2" crushed surfacing top course

Base: ~~8~~6" ballast

Alternate:

Surfacing: ~~3~~2" Hot Mix Asphalt, PG ~~5864~~-22

Top course: ~~3~~4" asphalt treated base

2" crushed Surfacing top course

Base: 2" crushed surfacing base course

C. City-Owned Parking Lot

Surfacing: 3" Hot Mix Asphalt, PG ~~5864~~-22

Top course: 2" crushed surfacing top course

Base: 8" ballast

Alternate-

Surfacing: ~~3~~2" Hot Mix Asphalt, PG ~~5864~~-22

Top course: ~~2~~4" asphalt treated base

Base: 2" crushed surfacing base course

D. Sidewalks

Surfacing: 4" commercial concrete

Base: 4" crushed surfacing top course

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Asphalt sidewalks will not be permitted unless otherwise approved by the Public Works Director.

- E. Class I Bikeway
 - Surfacing: Commercial concrete
 - Base: 2" crushed surfacing top course
 - Alternate-
 - Surfacing: 2" Hot Mix Asphalt, PG ~~5864~~-22
 - Base: 4" ballast

2B.175 Prohibition on Cuts for Newly Paved Streets

The City does not allow street cuts on streets that have been newly paved or resurfaced for a period of three (3) years unless an emergency to public health and safety exists. If a newly paved street is cut for any reason, the required asphalt repairs will be per the Public Works Director or City Engineer. In most cases, the street will need to be entirely resurfaced with a minimum two (2) inch overlay from curb to curb ~~in 50' from~~ the area of work. The Public Works Director or City Engineer may allow tunneling as an alternative to street cuts as long as there is enough space outside the paved surface to accommodate the tunneling operation. Tunneling will not be allowed if the asphalt pavement surface will be impacted. All damage caused during the work shall be repaired in kind within five (5) working days from the completion of the work.

2B.180 Temporary Street Patching

Temporary restoration of trenches shall be accomplished by using 0.17 feet Hot Mix Asphalt, PG ~~5864~~-22 when available or 0.17 feet medium curing (MC-250) Liquid Asphalt (cold mix), 0.17 feet Asphalt Treated Base (ATB), or steel plates.

ATB used for temporary restoration may be dumped directly into the trench, bladed and rolled. After rolling, the trench must be filled flush with asphalt to provide a smooth riding surface.

All temporary patches shall be maintained by the contractor until such time as the permanent pavement patch is in place.

Temporary patches will be completed within the same day as opened unless the Public Works Director has approved other arrangements.

If the contractor is unable to maintain a patch for whatever reason, the City will patch it at actual cost plus overhead and materials.

2B.190 Trench Backfill and Restoration

Trench restoration shall be patch plus half-street overlay meeting the following requirements:

- A. All trench and pavement cuts shall be made by spade bladed jackhammer or sawcuts. The cuts shall be a minimum of 1 foot outside the trench width.

STANWOOD STREET AND UTILITY STANDARDS

- B. All trenching shall be backfilled with bank run gravel for trench backfill conforming to the WSDOT/APWA Standards. The trench bedding and backfill shall be compacted to 95 percent maximum density, as determined by ASTM D1557.

Existing material may be used for backfill only outside of the roadway section if it is determined by the City to be suitable for backfill. The contractor may use the native material except that the top 8 inches of trench shall be 2-1/2 inches minus ballast. All trench backfill materials shall be compacted to 95 percent density as determined by ASTM D1557.

Backfill compaction shall be performed in 6 inch lifts.

Replacement of the asphalt pavement or Portland Concrete Cement shall be of existing depth plus 1 inch or 3 inches total, whichever is greater.

- C. Tack shall be applied to the existing pavement and edge of cut and shall be emulsified asphalt grade CSS-1 as specified in the WSDOT/APWA Standards. Tack coat shall be applied as specified in the WSDOT/APWA Standards.
- D. Hot Mix Asphalt, PG ~~5864~~-22 shall be placed on the prepared surface by an approved paving machine whenever available or as directed by the DPW and shall be in accordance with the applicable requirements of the WSDOT/APWA Standards, except that longitudinal joints between successive layers of asphalt shall be displaced laterally a minimum of 12 inches unless approved as a modification pursuant to Section 1.055. Fine and coarse aggregate shall be in accordance with WSDOT/APWA Standards. Asphalt over 2 inches thick shall be placed in equal lifts not to exceed 2 inches each.

All street surfaces, walks or driveways within the street trenching areas affected by the trenching shall be feathered and shimmed to an extent that provides a smooth-riding connection and expeditious drainage flow for the newly paved surface. Shimming and feathering as required by the City Engineer shall be accomplished by raking out the oversized aggregates from the PG ~~5864~~-22 mix as appropriate or by using a finer mix.

Surface smoothness shall be per the WSDOT/APWA Standards. The paving shall be corrected by removal and repaving of the trench only.

- E. All joints shall be sealed using paving asphalt AR4000W.
- F. When trenching within the roadway shoulder(s), the shoulder shall be restored to its original or better condition.
- G. The final patch shall be completed as soon as possible however no longer than 30 days after first opening the trench. This time frame may be adjusted if delays are due to inclement paving weather, or other adverse conditions that may exist. However, delaying of final patch or overlay work is allowable only subject to the City Engineer's approval. The City Engineer may deem it necessary to complete the work within the 30 days time frame and not allow any time

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extension. If this occurs, the Contractor shall perform the necessary work as directed by the City Engineer.

- H. A half-street overlay shall be provided for all travel lanes affected by utility installation when the utility is installed in any manner that is not perpendicular to the road centerline. Existing road edges to remain shall be ground down to accept the asphalt overlay and provide an appropriate centerline and road edge.

2B.200 Staking

- A. All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The engineer or surveyor directing such work shall be licensed as a Professional Engineer or Professional Land Surveyor by the State of Washington. A pre-construction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.
- B. The minimum staking of streets shall be as follows: Stake top back of curb every 50 feet in tangent sections and 25 feet in curved sections plus grade breaks, PVCs, PVTs, high point and low points, with cut or fill to finished grade.

2B.210 Testing

Testing shall be required at the developer's or contractor's expense on all materials and construction as specified in the WSDOT/APWA Standards.

At a minimum, one slump test and two test cylinders shall be taken once per day for concrete construction. Asphalt compaction tests are required as follows:

Under 50 square feet = one

50 - 100 square feet = two

100 - 300 square feet = three

Over 300 square feet = one every 200 sq feet or every 100 lineal feet of trench if applicable

2C SIDEWALKS, CURBS AND GUTTERS

2C.010 General

All properties within commercial zones of the City, properties abutting arterial streets or collector streets and properties upon which there are to be buildings open to the public (e.g. stores), shall, in conjunction with new construction on such properties or alterations or improvements which constitute 25 percent or more of the assessed value of the existing structures on the property, have sidewalks constructed along abutting streets. Curbs and gutters must also be constructed along the abutting street when the conditions of drainage require curbs and gutters.

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2C.020 Design Standards

Plans for the construction of sidewalks, curbs and gutters are to be submitted as part of the street plans when applicable.

The following minimum standards must be met in the design and construction of sidewalks, curbs and gutters. These standards may be modified pursuant to Section 1.055.

2C.030 Sidewalks

Sidewalks shall be constructed of commercial concrete four inches thick. When the sidewalk, curb and gutter are contiguous, the width of the sidewalks shall be measured from back of curb and gutter to back of sidewalk. Concrete mix for sidewalks, curb and gutters shall be no less than Class 3000 as outlined in WSDOT/APWA Standards.

- A. Arterial Streets. Sidewalks, curbs and gutters shall be required on both sides of all arterial streets interior to the development. Sidewalks, curbs and gutters shall also be required on both sides of streets contiguous to said development, with provisions made for latecomer agreements. Arterial streets for purposes of this subsection shall include major arterials, secondary arterials and collector streets and defined in the SMC.
- B. Local Access Streets. Sidewalks shall be required on both sides of local access streets interior to the development and on the development side of local access streets abutting the exterior of said development including cul-de-sacs.
- C. The design and construction of all sidewalks, curbs, gutters and walkways shall meet the following minimum standards:

The width of sidewalks shall be as shown in the street design illustrations. Those walkway and bike trails designated in the bike plan of the City as bike paths shall, in addition, meet the minimum width requirements established for said bike paths. The design of all sidewalks shall provide for a gradual rather than an abrupt transition between sidewalks of different widths or alignments.
- D. Form and subgrade inspection by the City are required before sidewalk is poured.
- E. Monolithic pour of curb, gutter and sidewalk will not be allowed, except in pedestrian curb ramp areas.

2C.040 Curb and Gutter

Cement concrete curb and gutter shall be used for all street edges unless otherwise approved by the Public Works Director based on the modification criteria in Section 1.055. All curbs and gutters shall be constructed of Class 3000 Concrete as shown in the Standard Details. No rolled curb will be allowed.

Concrete extruded curb and gutter per WSDOT/APWA Standards is allowed.

Form and subgrade inspection by the City are required before curb and gutter are poured.

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2C.050 Handicap Ramps

All sidewalks must be constructed to provide for handicap ramps in accordance with the Federal American Disability Act Requirements.

Handicap ramps shall be constructed of Class 3000 Concrete. Form and subgrade inspection by the City are required before handicap ramp is poured.

2C.060 Staking

All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The engineer or surveyor directing such work shall be licensed as a Professional Engineer or Professional Land Surveyor by the State of Washington.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.

The minimum staking of curb, gutter and sidewalk shall be as directed by the City Engineer or as follows:

Stake top back of curb every 50 feet in tangent sections and 25 feet in curved sections plus grade breaks, PVCs, PVTs, high point and low points, with cut or fill to finished grade.

2C.070 Testing

Testing shall be required at the developer's or contractor's expense on all materials and construction as specified in the WSDOT/APWA Standards.

At a minimum, one slump test and two test cylinders shall be taken once per day.

In addition, the City shall be notified before each phase of sidewalk, curb and gutter construction commences.

2D BIKEWAYS

2D.010 Urban Trail

Bikeway or Urban Trail construction is required in conjunction with any new development or redevelopment where the estimated cost of improvements on such properties exceeds 25 percent of the value of the existing structures, or plat or short plat approval, when the need for such a bikeway is indicated in the Stanwood Comprehensive Plan and/or the Snohomish County Area Bicycle Plan.

2D.020 Design Standards

The design of bicycle paths shall depend upon their type and usage.

Normally, bikeways are shared with other transportation modes, although they may be provided exclusively for bicycle use. Bikeways are categorized as follows:

- A. Class I Bike Path. A separate trail for use principally by bicyclists, but may be shared with pedestrians. These facilities are separated from motor vehicle roadways.

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- B. Class II Bike Lane. A portion of a road that is designated by signs and/or pavement markings for bicycle use. These facilities are usually adjacent to the motor vehicle roadway.
- C. Class III Bike Route. A road that is designated with signs as a bicycle route, where bicycle usage is shared with motor vehicles on the street or, less desirable, with pedestrians on a sidewalk or walkway.
- D. Class IV Shared Roadway. A facility within commercial and high-density urban centers where sidewalk bicycling is not permitted. No special designations or design criteria are directed toward bicycle use. A 14-foot outside travel lane is required when a roadway is designated a shared bikeway.
- E. Class I, II, III, or IV Bikeways, as appropriate, shall be provided when traffic analysis or traffic planning indicates substantial bicycle usage which would benefit from a designated bicycle facility as determined by the City except where noted herein.

2D.030 Staking and Testing

Staking and testing shall be done in accordance with street staking and testing requirements.

2E ILLUMINATION

2E.010 General

All new commercial or residential subdivisions, short plats or property development shall provide street lights for public streets in accordance with the Standards for such improvements of the City and they shall be owned and operated by the City. Illumination is required on frontage streets as well as within developments.

2E.020 Design Standards

A street lighting plan shall be required for all street light installations. Type of installation shall be as set forth in WSDOT/APWA Standards and WSDOT Standard Plans and as directed by the City except where noted herein. Period lighting is required and must be approved by the City.

All public street light designs shall be prepared by an engineering firm capable of performing such work. The engineer shall be licensed by the State of Washington. All developments shall submit the lighting plan on a separate sheet. After system is completed and approved, a set of "as built" mylars or reproducibles shall be submitted to the City as a permanent record.

Calculations should include luminaire spacing; illumination level; uniformity ratio; line losses; power source; and other necessary details for the electrical and physical installation of the street lighting system. The lighting engineer shall use the WSDOT/APWA Standards and the following table regarding Illumination Levels.

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Illumination Levels

Street Classification	Horizontal Foot Candles	Uniformity Ratio (average to minimum)
Arterials	1.5 FC	3:1
Commercial/Industrial Collectors	1.0 FC	3:1
Residential Collectors	0.7 FC	3:1
Local Access Residential Streets	0.3 FC	None; 300-foot maximum spacing

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All street lights shall be on two hundred forty volt (240v), single phase systems. The exact location of the power source should be indicated together with the remaining capacity of that circuit. System continuity and extension should be considered.

Contractor cabinets equipped with electrical meters, time clocks, circuit breakers, and other required components are required on commercial installations of five or more street lights.

All street lighting, wiring and service connectors shall be located underground except in residential areas where power distribution poles exist.

Particular attention shall be given to locating luminaries near intersections, at all street ends and at pedestrian, bicycle, and/or equestrian crossings.

Period lighting shall be required by the Public Works Director consistent with the Comprehensive Plan.

The following General Notes shall be included on any plans dealing with street design in addition to all applicable requirements as set forth in Chapter 1.

2E.030 Street Light Construction General Notes

1. All workmanship, materials and testing shall be in accordance with the most current Washington State Department of Transportation/American Street and Utility Association Standard Specifications for Road, Bridge, and Municipal Construction, National Electrical Code and Street and Utility Construction Standards unless otherwise specified below. In cases of conflict, the most stringent guideline shall apply. When the most stringent guideline is not clear, the City Engineer will make the determination. The Electrical Contractor shall be familiar with all above stated publications and guidelines as they will be strictly enforced by the City.
2. All safety standards and requirements shall be complied with as set forth by the State of Washington, Department of Labor and Industries.
3. The contractor shall be responsible for all traffic control in accordance with the Manual on Uniform Traffic Control Devices. Prior to disruption of any traffic, traffic control plans shall be prepared and submitted to the City for

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approval (See WSDOT/APWA Standards Plans K2-K21). No work shall commence until all approved traffic control is in place.

4. A pre-construction meeting shall be held with the City of Stanwood construction inspectors and the utility provider prior to the start of construction.
5. All approvals and permits required by the City of Stanwood shall be obtained by the contractor prior to the start of construction.
6. It shall be the responsibility of the contractor to have a copy of an approved set of plans on the construction site at all times.
7. All surveying and staking shall be done by a surveying or engineering firm licensed in the State of Washington.
8. Temporary erosion control/water pollution measures shall be required in accordance with the WSDOT/APWA Standards and the Stormwater Management Manual for Western Washington. At no time will silts and debris be allowed to drain into an existing or newly installed facility.
9. If construction is to take place in the County right-of-way, the contractor shall notify the County and obtain all the required approvals and permits.
10. The contractor shall be fully responsible for the location and protection of all existing utilities. The contractor shall verify all utility locations prior to construction by calling the Underground Locate Line, at 1-800-424-5555, a minimum of 48 hours prior to any excavation. The contractor will also be responsible for maintaining all locate marks on the utilities lines that have been located.
11. Electrical permits and inspections are required for all street lighting installations within the City. The contractor is responsible for obtaining said permits prior to any type of actual construction. These permits are available from the Department of Labor and Industry which is also responsible for inspection.
12. Prior to installation of any materials, the Electrical Contractor shall submit for approval by the City, two copies of material catalog cuts, specifications, shop drawings and/or wiring diagrams. Any materials purchased or labor performed prior to such approval shall be at the contractor's risk.
13. Any modification to approved lighting plans shall be reviewed and approved by the City prior to installation. Any approved modifications shall be shown on a mylar as-built supplied to the City after the lighting installation is completed and before final acceptance. It shall be the responsibility of the Electrical Contractor to ensure these as-builts are provided to the City.

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2E.040 Staking

An engineering or surveying firm capable of performing such work shall perform all surveying and staking. The engineer or surveyor directing such work shall be licensed by the State of Washington.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.

The minimum staking of luminaries shall be as follows:

- A. Location and elevation to the center of every pole base.
- B. Location and elevation of each service disconnect.

2E.050 Testing

All illumination systems shall be subject to an electrical inspection which shall include megger testing and functional test. Lamp, photocell and fixture shall be under warranty for a period of one year.

2F SIGNALS

2F.010 General

Signals shall be installed per the requirements set forth herein. This work shall consist of furnishing and installing a complete and functional traffic control system of controllers, signals and appurtenances as required by the City.

2F.020 Design Standards

Signal systems shall be designed in accordance with the specifications as set forth in the WSDOT/APWA Standards and WSDOT Design Manual unless otherwise authorized by the City.

All public signal designs shall be prepared by an engineering firm capable of performing such work. The Engineer shall be licensed by the State of Washington. All applicable requirements shall be set forth in the Standards.

2F.030 Induction Loops

Induction loops shall be constructed per WSDOT/APWA Standards Specifications and the following:

- A. Loops shall not be cut into final lift of new asphalt.
- B. Loops shall be preformed in crushed surfacing top course (CSTC) before paving or shall be cut in existing asphalt or leveling course to subbase before intersection is overlaid.

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2F.040 Staking

An engineering or surveying firm capable of performing such work shall perform all surveying and staking. The State of Washington shall license the engineer or surveyor directing such work.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.

A minimum staking of signals shall be as follows:

- A. Location, with cut or fill to center of all pole bases.
- B. Location of junction box.
- C. Location of all corners of controller base.
- D. Location of service disconnect.

2F.050 Testing

All signals shall be subject to any necessary electrical inspections as well as requirements as set forth in the WSDOT/APWA Standards and WSDOT Design Manual.

A signal system shall not be approved or accepted by the City until the signal has performed correctly to the City's satisfaction for a 30-day "check out" period as outlined below.

WSDOT District 1 laboratory and/or the City of Stanwood may require controller and cabinet testing. All specifications and material samples shall be submitted to the City for review and approval prior to installation.

2F.060 Check-Out Procedure

The contractor shall call for an intersection check-out after completing the controller cabinet installation along with all other signal equipment, complete with wiring connections. All parts and workmanship shall be warranted for one year from the date of acceptance.

New signals shall operate without any type of failure for a period of 90 days. The contractor shall have a person available to respond to system failure within 24 hours during the 30-day check-out period.

Failure of any control equipment or hardware within the checkout period shall restart the 30-day check-out period.

2G ROADSIDE FEATURES

2G.010 General

Miscellaneous features included herein shall be developed and constructed to encourage the uniform development and use of roadside features wherever possible.

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2G.020 Design Standards

The design and placement of roadside features included herein shall adhere to the specific requirements as listed for each feature, and when applicable, to the appropriate standards as set forth in Chapter 1.

2G.030 Staking

All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The engineer or surveyor directing such work shall be licensed as a Professional Engineer or Professional Land Surveyor by the State of Washington.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction shall be inspected by the City prior to construction.

2G.040 Testing

Testing shall be required at the developer's or contractor's expense on all materials and construction as specified in the WSDOT/APWA Standards and with a frequency as specified in the WSDOT Construction Manual.

2G.050 Survey Monuments

- A. All existing survey control monuments which will be disturbed or destroyed during construction shall be referenced prior to construction and replaced after construction by a professional land surveyor licensed by the State of Washington. All applicable RCWs and WACs will be complied with. The monuments shall be replaced with the proper type; as outlined in B, or C, below, at the expense of the responsible builder or developer.
- B. Street type: arterial, bus routes and truck routes.
A pre-cast concrete monument with cast iron monument case and cover, installed per Standards, is required.
- C. Street type: commercial collector, neighborhood collector and local.
A poured-in-place concrete surface monument, per Standards, is required.
- D. Monument Locations.

Appropriate inner visible monuments as outlined in B or C above shall be placed:

- 1. At all street intersections.
- 2. At the PC and PT's of all horizontal curves or at the PI if it lies in the traveled roadway.
- 3. At all DLC corners, section corners, quarter corners and sixteenth corners that fall within the subdivision. Where these points fall outside of the pavement or sidewalks, a poured-in-place monument per Standards shall be

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set so that the top of the monument is one foot below the surface of the ground.

- E. The monument case shall be installed after the final course of surfacing has been placed.

2G.060 Bus Shelter and Amenities

For all new developments, the developer shall coordinate with the City, the Stanwood School District and Community Transit, regarding locations of new bus stops and bus shelters.

2G.070 Mailboxes

- A. During construction, existing mailboxes shall be accessible for the delivery of mail or, if necessary, moved to a temporary location. Temporary relocation shall be coordinated with the US Postal Service. The mailboxes shall be reinstalled at the original location or, if construction has made it impossible, to a location as outlined below and approved by the US Postal Service.
- B. Location
 1. The bottom or base of the box shall be 36 to 42 inches above the road surface.
 2. The front of the mailbox shall be 6 inches behind the vertical curb face or the outside edge of shoulder.
 3. New developments. Clustered mailboxes are required. Contact the US Postal Service for details. Mailboxes in the public right of way require an encroachment permit. -Postmaster approval shall be submitted to the City prior to plan approval.
- C. Mailboxes shall be set on posts strong enough to give firm support, but not to exceed 4 x 4-inch wood or one 1 ½-inch diameter pipe, or material and design with comparable breakaway characteristics.

2G.080 Guard Rails

For purposes of design and location, all guard rails along roadways shall conform to the criteria of the "Washington State Department of Transportation Design Manual" as may be amended or revised.

2G.090 Retaining Walls

- A. Walls over four feet high or walls to be constructed in unstable soil conditions require a structural wall designed and stamped by a professional engineer qualified in retaining wall design. Structural walls require issuance of a building permit prior to construction. The City Building Official may require review of the retaining wall design by the City Engineer.

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- B. Rock walls may be used for erosion protection of cut or fill embankments up to a maximum height of eight feet in stable soil conditions which will result in no significant foundation settlement or outward thrust upon the walls.
- C. Any rock wall over 30 inches high in a fill section shall require an engineered design by a geotechnical engineer. The geotechnical engineer shall continuously inspect the installation of the wall as it progresses.

2G.100 Street Trees

Street trees shall be planted in accordance with the Stanwood Municipal Code.

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CHAPTER 3

3.000 STORMWATER MANAGEMENT

3.010 General

The standards established by this chapter are intended to represent the minimum standards for the design and construction of storm drainage facilities.

All storm drainage retention and detention, water quality and erosion control shall conform to the Washington State Department of Ecology's Stormwater Management Manual for Western Washington, 2005 edition (Stormwater Manual), except as modified herein.

All newly constructed and/or annexed stormwater facilities shall be owned and maintained by the City with the exception of commercial and multi-family developments which shall be located within easements that allow emergency maintenance by the City.

3.020 Design Standards

The design of storm drainage facilities shall depend on the system type and local site conditions. The design elements of storm drainage systems shall comply with the requirements identified in Stanwood Municipal Code Section 17.140 Stormwater Management Performance Standards, the applicable Standard Details incorporated in this document, and the following additional criteria.

- A. Retention/detention facilities may not be located in an area that is used to satisfy an open space requirement unless the design includes a vault or other approved underground system.

The City shall make the sole determination whether the proposed underground stormwater facilities are compatible with open space and satisfy the intent of the City for open space amenities.
- B. New detention facilities with slopes greater than 3:1 shall be fenced. Fencing posts, rails, chain-link mesh and accessories for facilities shall be black vinyl coated. Landscaping shall be provided around the perimeter of the fence in accordance with the requirements of the Stanwood Municipal Code Section 17.145.030.
- C. Stormwater facilities shall comply with the requirements identified in Stanwood Municipal Code Section 17.140. Stormwater Management Performance Standards
- D. Maximum catch basin spacing shall be 200 feet on grades to 3 percent, 300 feet for grades >3 percent. 500 feet may be acceptable for distances between access structures. No surface water shall cross any roadway.
- E. The General Notes that follow shall be included on any plans dealing with storm systems.

STANWOOD STREET AND UTILITY STANDARDS

3.030 Storm Drain Construction General Notes

1. All workmanship and materials shall be in accordance with City of Stanwood standards and the most current copy of the “State of Washington Standard Specifications for Road, Bridge and Municipal Construction” (WSDOT/APWA).
2. Temporary erosion/water pollution measures shall be required in accordance with the Stormwater Management Manual for Western Washington.
3. Comply with all other permits and other requirements by the City of Stanwood or other governing authority or agency.
4. A preconstruction meeting shall be held with the City prior to the start of construction.
5. All storm mains and retention/detention areas shall be staked for grade and alignment by an engineering or surveying firm capable of performing such work.
6. Storm drain pipe shall meet the following requirements:
 - A. Corrugated Polyethylene storm sewer pipe conforming to WSDOT/APWA standard specifications.
 - B. Reinforced concrete pipe conforming to the requirements of AASHTO M 170.
 - C. PVC pipe conforming to ASTM D 3034 SDR 35 or ASTM F 679 with joints and gaskets conforming to ASTM D 3212 and ASTM F 477.
 - D. Ductile iron pipe conforming to the requirements of AWWA C 151, thickness class as shown on the plans.
7. Special structures, oil/water separators and outlet controls shall be installed per plans and manufacturers’ recommendations.
8. All trenches located in the R.O.W. shall be backfilled with select material.
9. All storm drain pipe and services shall be installed with detectable marking tape installed 18” above the pipe crown, or 12” below finished grade (whichever is deeper). Detectable marking tape shall conform to WSDOT/APWA Standard Specifications, with message conveying “Storm Drain” and be colored coded green. In addition, all curvilinear pipes shall be installed with 14 gauge coated copper wire wrapped around the pipe, brought up bared and wrapped three times around the manhole ring or catch basin frame. Tape and installation shall be per WSDOT/APWA Standards. The contractor shall furnish and install the tape and wire.
10. Provide traffic control plan(s) as required in accordance with MUTCD.
11. Call Underground Utilities at 1-800-424-5555 a minimum of 48 hours prior to any excavations.

3.040 Conveyance

Stormwater conveyance systems and pavement drainage shall be designed in accordance with the applicable sections of the Washington State Department of Transportation’s Hydraulics Manual, latest edition.

STANWOOD STREET AND UTILITY STANDARDS

Catch Basins: At a minimum, catch basins shall be spaced no greater than 150 feet for grades less than one percent, 200 feet for grades between one and three percent; and 300 feet for grades three percent and greater. Catch basins shall be placed at intersections to prevent runoff from flowing through street intersections.

Provide Type 2 catch basins where the depth to the invert of the pipe exceeds 5 feet.

Unless otherwise specified, vaned grates shall be used with standard frame in the traveled way, gutter, or shoulder. Vaned grates shall not be located within crosswalks.

At sag vertical curves, on the end of downgrade cul-de-sacs, or before intersections with a grade four percent or greater, an analysis shall be done to assure that typical catch basin grates will collect the surface runoff. Through-curb inlet frames on vertical curbs shall be provided as necessary to collect excessive volumes of runoff or protect against plugged grates and overflow situations.

Pipe: Storm drain pipe within a public right-of-way or easement shall be sized to carry the maximum anticipated runoff from the possible contributing area.

The minimum main size shall be 12 inches in diameter. Cross street lateral lines may be 8 inches in diameter. Nothing shall preclude the City from requiring the installation of a larger-sized main if the City determines a larger size is needed to serve adjacent areas or for future service.

All storm drain pipe and culvert material except ductile iron shall be covered by a minimum two feet of cover. All ductile iron storm drain pipe and culvert material shall be covered by a minimum of one foot of cover.

Channels: Any open channels proposed to be located within public right-of-way shall be maintained by the developer/property owner.

General: Roof and yard drains, or other concentrated flow from adjacent property shall not discharge over the surface of roadways, sidewalks, walkways, or shoulders. Storm drainage shall not impact sanitary sewer flows.

3.050 Staking

All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The engineer or surveyor directing such work shall be licensed as a professional engineer or professional land surveyor by the State of Washington.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.

The minimum staking of storm sewer systems shall be as directed by the City Engineer as follows:

- A. Stake centerline alignment every 50 feet with cut or fill to invert of pipe.
- B. Stake location of all catch basins, manholes and other fixtures for grade and alignment with cut or fill to rim and invert of all pipes.
- C. Grade stake or slope stake (as appropriate) at intervals, sufficient to control location, size and depth of retention/detention facilities.

STANWOOD STREET AND UTILITY STANDARDS

3.060 Trench Excavation

Trench excavation shall be in accordance with WSDOT/APWA Standards and these Standards in Chapter 2 Transportation and Streets.

3.070 Backfilling

Backfilling shall be in accordance with WSDOT/APWA Standards and these Standards in Chapter 2 Transportation and Streets.

3.080 Street Patching and Restoration

Street patching and restoration shall be per WSDOT/APWA Standards, these Standards in Chapter 2 Transportation and Streets and specific requirements of the agency with jurisdiction.

3.090 Stormwater Manual Revisions for Projects in Stanwood

Minimum Requirement #7: Flow Control:

For projects that drain to the Irvine Slough strictly through man-made conveyance components, the existing conditions shall be those that existed on the site as of December 31, 1992 and Flow Control BMPs shall be designed using the Santa Barbara Urban Hydrograph (SBUH) hydrologic analysis sized as follows:

- Limit the developed 2-year, 24-hour peak flow to the existing 2-year, 24-hour peak flow;
- Limit the developed 10-year, 24-hour peak flow to the existing 10-year, 24-hour peak flow;
- Limit the developed 100-year, 24-hour peak flow to the existing 100-year, 24-hour peak flow;
- Volume Correction Factor: A volume correction factor of shall be applied to the volume of the BMP without changing the depth or the design of the outlet structure. The correction factor shall be determined as follows:

Correction Factor = $1.11 + 0.0039 * \text{site impervious area in percentage}$.

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CHAPTER 4

4.000 WATER

4.010 General

Any extension of the Stanwood Water System must be approved by the City and must conform to Washington State Department of Health guidelines, North Snohomish County Coordinated Water System Plan, City of Stanwood Comprehensive Water System Plan, and Stanwood Fire Department requirements.

In designing and planning for any development, it is the developer's responsibility to see that adequate water for both domestic use and fire protection is attainable. The developer must show, in the proposed plans, how water will be supplied and whether adequate water pressure and fire flows will be attained in case of fire. A hydraulic analysis of the system will be performed by the City to ensure necessary improvements are being provided.

Anyone who wishes to extend or connect to the City's water system shall contact the Community Development Department. The proposed extension/connection will be reviewed in the context of the applicable permit process for the proposed development and is subject to the submission requirements and fees, including connection and plant investment fees, for that process. The Community Development Department will coordinate the required review with other City Departments through the permit process.

Questions about existing service improvements, repairs or temporary water use should be directed to Public Works. Prior to the release of any water meters, all improvements must be completed and approved including granting of right-of-way or easements, and all applicable fees must be paid.

4.020 Design Standards

The design of any water extension/connection shall conform to City Standards and any applicable standards set forth herein.

The layout of extensions shall provide for the future continuation and/or "looping" of the existing system as determined by the City.

The General Notes on the following pages shall be included on any plans dealing with water system design.

4.030 Water Main Construction General Notes

1. All workmanship and material shall be in accordance with City of Stanwood standards and the most current copy of the State of Washington Standard Specifications for Road, Bridge, AWWA Standards, APWA and Municipal Construction.
2. A preconstruction meeting shall be held with the City prior to the start of construction.
3. Water mains shall be ~~ductile iron cement mortar lined thickness Class 52~~C900 PVC.

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4. Gate valves shall be resilient wedge, NRS (Non Rising Stem) with O-ring seals. Valve ends shall be mechanical joint or ANSI flanges. Gate valves shall have stainless steel bonnet and gland bolts. Gate valves shall have electrostatically applied fusion-bonded epoxy-resin coating meeting or exceeding AWWA C550. Valves shall conform to AWWA C509 or C515. Gate valves shall be Mueller ~~or; M & H, AVK, or Waterous.~~ Existing valves to be operated by City employees only.
5. Hydrants shall be ~~M & H Reliant Style 929, or Clow F 2500 or~~ Waterous Pacer. Hydrants shall be bagged until system is approved. Hydrants will come complete with Storz adapters.
6. All lines shall be chlorinated and tested in conformance with the above referenced specification (Note 1).
7. All water pipes and services shall be installed with detectable marking tape installed 18" above the pipe crown, or 12" below finished grade (whichever is deeper). Detectable marking tape shall conform to WSDOT/APWA Standard Specifications. In addition, all ~~non-metallic~~ pipes and services shall be installed with 14 gauge coated copper wire wrapped around the pipe, brought up with three feet of loose wire and tied off at valve body, meter box or as directed by the inspector. The contractor shall furnish and install the tape and wire.
8. Provide traffic control plan(s) as required in accordance with MUTCD.
9. All water mains shall be staked for grades and alignment by an engineering or surveying firm capable of performing such work.
10. All existing ~~cement~~ asbestos cement pipes shall be handled and disposed of according to State and Federal statutes.
11. Call Underground Locate at 1-800-424-5555 a minimum of 48 hours prior to any excavations.
12. The City will be given 72 hours notice prior to scheduling a shutdown. Shutdowns shall not occur on Mondays, Fridays, City holidays, or the day before or after a City holiday. Where connections require "field verification", connection points will be exposed by contractor and fittings verified 48 hours prior to distributing shutdown notices.
13. At any connection to an existing line where a new valve is not installed, the existing valve must be pressure tested to City standards prior to connection. If an existing valve fails to pass the test, the contractor shall make the necessary provisions to test the new line prior to connection to the existing system or install a new valve.
14. All water pipe and appurtenances shall be lead free in accordance with the Safe Drinking Water Act, Section 1417.

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4.040 Main Line

- A. Water mains shall be sized to provide adequate domestic plus fire flow at minimum residual pressure of 20 psi. The quantity of water required shall not be less than as outlined in the Stanwood Comprehensive Water System Plan, unless adequate fire flow requirement calculations are provided. Maximum allowed velocity will be 8 feet per second.
- B. The minimum water main size shall be 8 inches diameter as long as fire flow requirements can be met. Larger size mains are required in specific areas outlined in the Stanwood Comprehensive Water System Plan. Nothing shall preclude the City from requiring the installation of a larger sized main in areas not addressed in the Comprehensive Water System Plan if the City determines a larger size is needed to meet fire protection requirements or provide future service.
- ~~C. Where practical, mains shall be looped to increase reliability and fire flow capacity. Dead end 8-inch mains shall not be longer than 400 lineal feet unless approved modification pursuant to Section 1.055.~~
- ~~D.C. For any new water main installation or replacement of any existing mains, a soil study to determine the corrosive properties of the soil within the project location shall be required at the developer's expense.~~
- ~~E. If the City Engineer or designated representative determines soil conditions or other protection measures require PVC piping, then PVC pipe with 32#D5 Ultramag High Potential Magnesium anodes at all fittings shall be required. All pipes and fittings shall be fastened using stainless steel bolts.~~
- ~~F.D.~~ Except as required by section E above, all pipe for water mains shall have flexible gasket joints and shall be Ductile Iron Pipe. Ductile iron pipe shall conform to AWWA C 151 Class 52 and have a cement mortar lining conforming to AWWA C 104. Non-restrained joints shall be push-on type or mechanical joint, conforming to AWWA C 111.
- ~~G.E.~~ All fittings for ~~ductile iron water~~ pipe shall be ductile iron fittings conforming to AWWA C 153. All shall be cement mortar lined conforming to AWWA C 104. All fittings shall be connected by flanges or mechanical joints. ~~All pipes and fittings shall be fastened using stainless steel hardware. PVC pipe with 32#D5 Ultramag High Potential Magnesium anodes at all fittings shall be required. All pipes and fittings shall be fastened using stainless steel bolts.~~
- ~~H.F.~~ The maximum cover for all water mains from top of pipe to finish grade shall be 48 inches and the minimum cover shall be 36 inches, unless otherwise approved by modification pursuant to Section 1.055.4.050 Connection to Existing Water Main
- ~~G. Joint restraint required on all watermain greater than or equal to 15% slope, or if any fill section~~

The developer's engineer shall be responsible for determining the scope of work for connection to existing water mains.

It shall be the Contractor's responsibility to field verify the location and depth of the existing main and the fittings required to make the connections to the existing mains.

STANWOOD STREET AND UTILITY STANDARDS

4.050 Service Interruption

The contractor shall give the City a minimum of 72 hours notice of any planned connection to an existing pipeline. This includes all cut-ins and live taps. Notice is required so any disruptions to existing services can be scheduled. The City will notify customers involved or affected by the water service interruption. The contractor shall make every effort to schedule water main construction with a minimum interruption of water service. In certain situations, the City may dictate scheduling of water main shutdowns so as not to impose unnecessary shutdowns during specific periods to existing customers.

4.060 Hydrants

- A. The lead from the service main to the fire hydrant shall be ~~ductile iron cement mortar lined Class 52~~PVC C900 no less than 6 inches in diameter up to 50 feet in length. Over 50 feet in length shall be sized to meet the fire flow requirement.
- B. Fire hydrants shall have two, 2½-inch outlets and one 4½ inch pumper port outlet. All outport threads shall be National Standard thread. The valve opening shall be 5¼-inch diameter. The hydrant shall have a positive and automatic barrel drain and shall be of the “safety” or breakaway style. All hydrants shall have Storz fittings. Hydrants shall be ~~M & H Reliant Style 929, Clow F-2500 or~~ Waterous Pacer. All hydrants shall be bagged until system is approved.
- C. The Public Works Department and Stanwood Fire Department work together to ensure that adequate hydrant spacing and installation are achieved.

Unless otherwise required by the governing authority, the following guidelines shall apply for hydrant number and location.

- 1. At least one hydrant shall be installed at all intersections.
 - 2. Hydrant spacing of 600 feet shall be required in all areas servicing single family and duplex residential areas. All single family lots shall be within 300 feet from a fire hydrant, as measured along the path of vehicular access.
 - 3. Fire hydrants serving any use other than detached single family dwellings or duplex dwelling on individual lots will be located not more than 300 feet on center, and will be located so that at least one hydrant is located within 150 feet of all structures, but not closer than 50 feet, unless approved by the Stanwood Fire Department.
 - 4. Hydrants located in dead-end areas or cul-de-sacs shall service an area of no more than 120,000 square feet.
- D. For requirements regarding use, size and location of a fire department connection (FDC) and/or post indicator valve, contact Stanwood Water Department. Location of FDC shall be shown on water plans.
 - E. Where needed, the Public Works Department or Stanwood Fire Department may require hydrants to be protected by two or more posts, each 4 inches in diameter by 5 feet in height made of either reinforced concrete or steel.
 - F. Fire hydrants must be installed, tested, and accepted prior to the issuance of a building permit.

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- G. Fire hydrants shall be red and white with the body of the hydrant red and the caps and top white. Hydrants shall either be provided by the factory with the required color scheme or shall be painted by the developer with two coats anti-rust, oil base enamel.

H. Where possible install hydrants at the end of dead end lines

4.070 Valves

All valves and fittings shall be ductile iron with ANSI flanges or mechanical joint ends. All valves shall have stainless steel bolts for bonnets and glands, approved by the manufacturer. All existing valves shall be operated by City employees only.

Valves shall be installed in the distribution system at sufficient intervals to facilitate system repair and maintenance, but in no case shall there be less than one valve every 1000 feet. There shall be a minimum three valves on each tee and four valves on each cross. Specific requirements for valve spacing will be made at the plan review stage.

- A. Gate Valves, 2-inch to 12-inch. The design, materials and workmanship of all gate valves shall conform to AWWA C509 or AWWA C515, latest revision. Gate valves shall be resilient wedge non-rising stem (NRS) with two internal O-ring stem seals. Gate valves shall be Mueller ~~or~~ M & H, ~~AVK, or Waterous~~.

Gate valves shall be used on all 2-inch to 12-inch lines.

- B. All valves larger than 12 inches shall be approved as determined by the Public Works Director. Butterfly valves shall be used on all lines 14 inches or larger.

- C. Valve Box. All valve boxes shall be cast iron per WSDOT/APWA Standards. In areas where valve box falls in road shoulder, the ditch and shoulder shall be graded before placing asphalt or concrete pad. Valve Box and lid shall be 940 with 940 deep skirt lid with ears. Lid to be labeled "Water"

- D. Valve Markers. Valve markers shall be Carsonite CRM 08-66 utility markers or approved equivalent. Markers shall be 3 3/4-inch total width with a minimum length of 66 inches. Markers shall be blue and shall include a 3-inch x 3-inch hi-intensity white reflective sheeting, a Carsonite 116CW caution water valve decal, and a prong at the base to prevent pull-out.

4.080 Casing

Steel casing pipe shall be schedule 20 steel or equal. Pipe spacers shall be Calpico Model PX or equal with at least eight runners. Casing pipe and spacers shall be sized for pipe being installed. Install minimum of three spacers per section of pipe. Cap ends with end seals equal to APS Model Wrap Around End Seal.

4.090 Air and Vacuum Release Valve

Air and vacuum release valves (ARV) shall be per WSDOT Standard Plans. Air and vacuum release valve shall be ~~equal to~~ Apco 145C.

The installation shall be set at the high point of all water mains when required. Where possible, pipes are to be graded to prevent the need for an air release valve.

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ARV valves shall be marked with Carsonite CRM 08-66 utility markers or approved equivalent. Markers shall be 3 3/4-inch total width with a minimum length of 66 inches and include a prong at the base to prevent pull-out. Markers shall be blue and shall be stenciled or affixed with the letter "V" and lettering indicating valve size and distance in feet and inches to the valve on the face of the marker. Such lettering shall be in permanent black marker, black paint, or black industrial decals and shall be 2-inches in height.

4.100 Blowoff Assembly

~~Blowoff assemblies~~ Fire Hydrants shall be set at the low points and dead-ends of all water mains; ~~unless a fire hydrant is located at the low point or dead-end of the water main.~~

If a fire hydrant is not located at the end of a dead end main, a blowoff assembly shall be required. On water mains which will be extended in the future, the valve which operates the blowoff assembly shall be the same size as the main and provided with a concrete thrust block. The pressure rating for blowoff assemblies shall be 200 psi.

Blowoff assemblies shall be marked with Carsonite CRM 08-66 utility markers or approved equivalent. Markers shall be 3 3/4-inch total width with a minimum length of 66 inches and include a prong at the base to prevent pull-out. Markers shall be blue and shall be stenciled or affixed with the letters "BO" and lettering indicating distance in feet and inches to the blowoff on the face of the marker. Such lettering shall be in permanent black marker, black paint, or black industrial decals and shall be 2-inches in height.

4.110 Sampling Station

A sampling station, per the standard details, shall be installed in all new developments and utility upgrades. Sample Station shall be Eclipse #88SS.

4.120 Backflow Prevention

The installation of all backflow devices is required to protect the existing water system and users from possible contamination.

The Stanwood Public Works will monitor the test of the fire line and obtain the certificate for underground piping. The fire line portion of the underground piping will not be tested until the Public Works Department has tested and approved their main up to the fire line.

4.130 Service Connection

- A. All service connections relating to new development shall be installed and tested by the developer at the time of mainline construction. Testing shall include main and service line up to meter setter. After the lines have been constructed, tested, and approved, the owner may apply for a water meter. The City will install a water meter after the application has been made and all applicable fees have been paid. Water meters will be set only after system is inspected and approved.
- B. When water is desired to a parcel fronting an existing main but not served by an existing setter, an application must be made to the City. Upon approval of the application and payment of all applicable fees, the applicant will tap the main, and

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install the meter box, and setter. The City will inspect and approve the installation and then install the water meter.

- C. Service lines shall be 1 inch IPS high density polyethylene pipe, minimum pressure class 200 psi per WSDOT/APWA Standards. No glued joints will be accepted. Service lines shall be installed 22.5 degrees off the main. Tracer tape and fourteen gauge coated copper wire wrapped around the pipe shall be installed on all service lines.

Service saddle shall be all ~~bronze~~epoxy coated with double stainless steel straps and shall be Romac style 202S or approved equal. All clamps shall have rubber gasket and iron pipe threaded outlets.

Corporation stop shall be all bronze and shall be Ford type F1101, with ribbed insert brass only or approved equal with iron pipe threads conforming to AWWA C 800. Stainless steel inserts shall be used with pack joints and polyethylene pipe.

- D. An approved backflow prevention system must be installed in conjunction with any master meter. Master meters will not be allowed for service to more than one per building. Mixed-use buildings shall have separate meters for residential service and commercial service. Commercial service shall have separate meters for the different classifications of commercial users. All meters shall be owned, operated and maintained by the City of Stanwood.
- E. Individual pressure reducing valves shall be installed on all service connection lines where the distribution line static pressure is 80 PSI or greater. Pressure reducing valves shall be installed between the meter and building (typically installed inside the building). Such individual pressure reducing valves shall be owned, operated and maintained by the building or home owner.

4.140 Water Main/Sanitary Sewer Crossings

The contractor shall maintain a minimum of 18 inches of vertical separation between the crown of sanitary sewers and the bottom of water mains. The minimum horizontal separation shall be 10 feet.

The longest standard length of water pipe shall be installed so that the joints will fall equidistant from any sewer crossing. In some cases where minimum separation cannot be maintained, it may be necessary to encase the water pipe and/or sewer service in pipe or concrete. The casing shall extend a minimum of 10 feet on either side of the crossing. No concrete shall be installed unless specifically directed by the City.

The contractor shall comply all other requirements identified in the *Criteria for Sewage Works Design* prepared by the Department of Ecology, October 2006 Edition, Chapter C1, Section C1-9.

4.150 Irrigation

All irrigation systems shall be installed with an approved backflow prevention assembly approved by AWWA and the Snohomish County Health District. The minimum required is a double check valve assembly.

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Irrigation sprinklers shall be situated so as to not wet any public street or sidewalk.

4.160 Staking

All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The engineer or surveyor directing such work shall be licensed as a Professional Engineer or Professional Land Surveyor by the State of Washington.

A preconstruction meeting shall be held with the City prior to commencing staking. All construction staking shall be inspected by the City prior to construction.

The minimum staking of waterlines shall be as directed by the City Engineer or as follows:

- A. Stake centerline alignment every 50 feet with cut or fill to invert of pipe maintaining a minimum cover required over pipe. Cuts are normally not required when road grade has been built to subgrade elevation.
- B. Stake alignment of all fire hydrants, tees, water meters, setters and other fixtures and mark cut or fill to hydrant flange finished grade.

4.170 Trench Excavation

- A. Clearing and grubbing where required shall be performed within the easement or public right-of-way as permitted by the City and/or governing agencies. Debris resulting from the clearing and grubbing shall be disposed of by the owner or contractor in accordance with the terms of all applicable permits.
- B. Trenches shall be excavated to the line and depth designated by the City to provide a minimum of 36-inches of cover over the pipe. Except for unusual circumstances where approved by the City, the trench sides shall be excavated vertically and the trench width shall be excavated only to such widths as are necessary for adequate working space as allowed by the governing agency. The trench shall be kept free from water until joining is complete. Surface water shall be diverted so as not to enter the trench. The owner shall maintain sufficient pumping equipment on the job to insure that these provisions are carried out.
- C. The contractor shall perform all excavation of every description and whatever substance encountered and boulders, rocks, roots and other obstructions shall be entirely removed or cut out to the width of the trench and to a depth of 6 inches below water main grade. Where materials are removed from below water main grade, the trench shall be backfilled to grade with material satisfactory to the City and thoroughly compacted.
- D. Trenching and shoring operations shall not proceed more than 100 feet in advance of pipe laying without approval of the City, and shall be in conformance with Washington Industrial Safety and Health Administration (WISHA) and Office of Safety and Health Administration (OSHA) Safety Standard.
- E. The bottom of the trench shall be finished to grade with hand tools in such a manner that the pipe will have bearing along the entire length of the barrel. The bell holes shall be excavated with hand tools to sufficient size to make up the joint.

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4.180 Thrust Blocking

Location of thrust blocking shall be shown on plans. Thrust block concrete shall be Class 3000 poured against undisturbed earth. A plastic barrier shall be placed between all thrust blocks and fittings.

4.190 Backfilling

Backfilling and surface restoration shall closely follow installation of pipe so that not more than 100 feet is left exposed during construction hours without approval of the City. Selected import backfill material shall be placed and compacted around and under the water mains by hand tools to a height of 6 inches above the top of the water main. The remaining backfill shall be select material and shall be compacted to 95 percent of the maximum density in traveled areas, 90 percent outside traveled areas. The use of native material for backfill shall only be allowed outside of the road section and as approved by the City. Where governmental agencies other than the City have jurisdiction over roadways, the backfill and compaction shall be done to the satisfaction of the agency having jurisdiction. All trench backfill material placed in any traveled way shall conform with WSDOT/APWA Standards for backfilling the trench.

4.200 Street Patching and Restoration

Requirements regarding street patching and trench restoration shall be per WSDOT/APWA Standards, the Transportation Chapter of these standards, and specific requirements of ~~agency with jurisdiction.~~
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4.210 Hydrostatic Tests

Prior to the acceptance of the work, the installation shall be subjected to a hydrostatic pressure test in accordance with WSDOT/APWA Standards. ~~No main~~Mains shall be hydrostatically tested ~~until the lines are using chlorinated water per WSDOT standards. Mains shall be flushed of chlorine after pressure testing.~~ The main shall be tested between valves. Insofar as possible, no hydrostatic pressure shall be placed against the opposite side of the valve being tested. Test pressure shall be maintained while the entire installation is inspected.

The contractor shall provide all necessary equipment and shall perform all work connected with the tests. Tests shall be made after all connections have been made and the roadway section is constructed to subgrade. This is to include any and all connections as shown on the plan. The contractor shall perform the test to assure that the equipment to be used for the test is adequate and in good operating condition and the air in the line has been released before requesting the City to witness the test. Test pressure shall be 225 PSI for 15 minutes.

4.220 Disinfection and Flushing

Disinfection of water mains shall be accomplished by the contractor in accordance with the requirements of WSDOT/APWA Standards and the Snohomish County Health District in a manner satisfactory to the City. At no time shall chlorinated water from a new main be flushed

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into a body of fresh water. This is to include lakes, rivers, streams, drainage ways, and any and all other waters where fish or other natural water life can be expected.

When a chlorine concentration has been established throughout the line, the valves shall be closed and the line left undisturbed for 24 hours. The line shall then be thoroughly flushed to a location approved by the City and water samples taken by the City at least 24 hours after flushing and disinfecting for approval by the local health agency. Should the initial treatment result in an unsatisfactory bacteriological test, the original chlorination procedure shall be repeated by the contractor until satisfactory results are obtained. The sample can only be taken on Mondays, Tuesdays, Wednesdays, and Thursdays until ~~noon~~2:00 PM. No samples will be taken the day before a City Holiday. Testing and sampling shall take place after all underground utilities are installed and compaction of the roadway section is complete.

Polypigging is required for flushing 12-inch and larger water mains. Mains that are polypigged shall be chlorinated ~~after the pigging process is complete~~and pressure tested prior to the pigging process.

4.230 Pressure Reducing Valves

PRV stations shall be CLA-VAL with stainless steel tubing.

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CHAPTER 5

5.000 SANITARY SEWER

5A GENERAL CONSIDERATIONS

5A.010 General

Sanitary sewerage refers to waste water derived from domestic, commercial and industrial pretreated waste to which storm, surface, and ground water are not intentionally admitted. Pretreatment shall follow all the requirements as set forth by DOE.

Any extension of Stanwood's sanitary sewer system must be approved by the City and must conform to the City of Stanwood Comprehensive Sanitary Sewer Plan, City of Stanwood Wastewater Facilities Plan, Department of Ecology (DOE), and Snohomish County Health District requirements.

Anyone who wishes to extend or connect to the City's sewer system for new development should contact the Community Development Department. The proposed extension/connection will be reviewed in the context of the applicable permit process for the proposed development and is subject to the submission requirements and fees, including connection and plant investment fees, for that process. The Community Development Department will coordinate the required review with other City Departments through the permit process.

Questions about existing service improvements or repairs should be directed to Public Works. Prior to the release of any water meters, or occupancy, all improvements must be completed and approved, and all applicable fees must be paid in full.

5A. 015 Requirements for Connection to the Sanitary Sewer

Within the corporate city limits where a public sewer is available, it must be used. Connection to the public sewer shall occur when mandated by the Department of Health and/or Stanwood Municipal Code.

5A.020 Marking Side Sewers

The location of side sewers at the property line shall be marked by the Contractor with a 2-inch by 4-inch wooden stake 6-feet long buried in the ground a depth of 3-feet. The low end shall have a 2 by 4-inch cleat nailed to it to prevent withdrawal of the stake. The exposed end shall be painted green and the depth to the side sewer or tee shall be indicated in black paint on the 2 by 4. In addition, a length of 12-gage galvanized wire shall be provided to extend from the plugged end of the side sewer or tee. The upper end shall emerge at the 4-foot stake, but shall not be fastened to it.

5A.030 Sanitary Sewer/Water Main Crossings.

See Water Chapter 4.

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5A.040 Staking

All surveying and staking shall be performed by an engineering or surveying firm capable of performing such work. The State of Washington shall license the engineer or surveyor directing such work as a professional engineer or professional land surveyor.

A preconstruction meeting shall be held with the City prior to commencing staking. The City shall inspect all construction staking prior to construction.

The minimum staking of sewer lines shall be as directed by the City Engineer or as follows:

- A. Stake location of mainline pipe and laterals every 50 feet with cut or fill to invert of pipe.
- B. Stake location of all manholes for alignment and grade with cut or fill to rim and invert of pipes.

5A.050 Trench Excavation.

See Water Chapter 4, except for the reference to the 36-inches of cover.

5A.060 Backfilling

See Transportation and Streets Chapter 2 and sewer details for requirements regarding trench backfill.

Where native soils are excavated from trenches and replaced with bedding that is more pervious (e.g. clay replaced with granular bedding), CDF or clay trench dams shall be provided every 300 feet along the sewer alignment to prevent the transport of groundwater.

5A.070 Street Patching and Restoration

See Transportation and Streets Chapter 2 for requirements regarding street patching and trench restoration.

5A.080 Testing

Prior to acceptance and approval of construction, the following tests shall apply to each type of construction:

- A. Gravity Sewer
 1. Air Test

Prior to acceptance of the project, the gravity sewer pipe shall be subject to a low-pressure air test per WSDOT/APWA Standards ~~7-14.3(2)~~. The contractor shall furnish all equipment and personnel for conducting the test under the observation of the City inspector. The testing equipment shall be subject to the approval of the City. The construction plans shall reflect the air test parameters and requirements.

The contractor shall make an air test for his own purposes prior to notifying the City to witness the test. The acceptance air test shall be made after trench is backfilled and compacted and the roadway section is completed to subgrade.

All wyes, tees and end of side sewer stubs shall be plugged with flexible joint caps, or acceptable alternates, securely fastened to withstand the internal test pressures. Such

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plugs or caps shall be readily removable and their removal shall provide a socket suitable for making a flexible jointed lateral connection or extension.

Immediately following the pipe cleaning, the pipe installation shall be tested with low-pressure air. Tests shall be conducted per WSDOT Standards.

2. Television Inspection

Testing of the sewer main shall include a television inspection by the contractor. Television inspection shall be done after the air test has passed and before the roadway is paved. Immediately prior to a television inspection, enough water shall be run down the line so it comes out the lower manhole. A copy of the videotape and written report shall be submitted to the City. Acceptance of the line will be made after the tape has been reviewed and approved by the inspector. Any tap to an existing system needs to be televised as well. **No ponding or bellies within the sanitary sewer line will be accepted.**

3. Water Test or Vacuum Test

A water test of all manholes is also required. The water test shall be made by the contractor first by filling the manhole up with water and letting it sit for 24 hours to allow the water to saturate the concrete. After 24 hours the manhole shall be filled to the top of the cone. The water cannot drop more than 0.05 gallons in 15 minutes per foot of head above invert to pass. Upon completion of the water test, the water shall be pumped out of the manhole and not allowed to be released to the system. Vacuum testing, in accordance with ASTM C-1244-93, may be used in lieu of water testing.

4. Deflection Test

A deflection test in accordance with the Standard Specifications shall be required on all sewers except laterals.

B. Force Main

1. Prior to acceptance of the project, the pressure line and service lines shall be subjected to a hydrostatic pressure test of 150 pounds for four hours and any leaks or imperfections developing under said pressure shall be remedied by the contractor WSDOT/APWA Standards. No air will be allowed in the line. The main shall be tested between valves. Insofar as possible, no hydrostatic pressure shall be placed against the opposite side of the valve being tested. The pressure test shall be maintained while the entire installation is inspected.

The contractor shall provide all necessary equipment and shall perform all work connected with the tests.

Tests shall be made after all connections have been made. This is to include any and all connections as shown on the plan. The contractor shall perform all tests to assure that the equipment to be used for the test is adequate and in good operating condition and the air in the line has been released before requesting the City to witness the test.

2. A water test for all wet wells in accordance with the manhole water test for gravity sewer shall be required.
3. Pump operation, alarms, controls and electrical inspection of all lift stations is required.

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4. The contractor shall provide all necessary equipment and shall perform all work connected with the tests. Tests shall be made after all connections have been made. The contractor shall perform all tests to assure that the equipment to be used for the test is adequate and in good operating condition.

5B GRAVITY SEWER

5B.010 General

All sewers shall be designed as a gravity sewer whenever physically feasible or as approved by the Public Works Director.

5B.020 Design Standards

The design of any sewer extension/connection shall conform to City Standards, Department of Ecology's "Criteria of Sewage Works Design", and any applicable standards as set forth herein.

The layout of extensions shall provide for the future continuation of the existing system as determined by the City.

New gravity sewer systems shall be designed on the basis of an average daily per capita flow of sewage of not less than 100 gallons per day. Generally, laterals and submain sewers should be designed to carry, when running full, not less than 400 gallons daily per capita contributions of sewage. When deviations from the foregoing per capita rates are used, a description of the procedure used for sewer design shall be submitted to the Department of Public Works for review and approval.

The General Notes that follow shall be included on any plans dealing with sanitary sewer design.

5B.030 Sanitary Sewer Construction General Notes

1. All workmanship and materials shall be in accordance with City of Stanwood standards and the most current copy of the State of Washington Standard Specifications for Road, Bridge and Municipal Construction (WSDOT/APWA).
2. The contractor, prior to the start of construction, shall obtain all approvals and permits required by the City of Stanwood.
3. If construction is to take place in the County right-of-way, the contractor shall notify the County and obtain all the required approvals and permits.
4. A preconstruction meeting shall be held prior to the start of construction.
5. The Stanwood Public Works Department shall be notified a minimum of 72 hours in advance of a tap connection to an existing main. The City shall be present at the time of the tap.
6. The contractor shall be fully responsible for the location and protection of all existing utilities. The contractor shall verify all utility locations prior to construction by calling the Underground Locate Line at 1-800-424-5555 a minimum of 48 hours prior to any excavation.
7. Gravity sewer main shall be PVC, ASTM D 3034 SDR 35.

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8. Precast manholes shall meet the requirements of ASTM C 478. Manholes shall be Type 1-48" manhole unless otherwise specified on the plans. Joints shall be rubber gasketed conforming to ASTM C 443 and shall be routed from the inside. Lift holes shall be grouted from the outside and inside of the manhole.
9. Side sewer services shall be PVC, ASTM D 3034 SDR 35 with flexible gasketed joints. Side sewer connections shall be made by a tap to an existing main or a wye branch from a new main connected above the springline of the pipe.
10. All sewer mains shall be field staked for grades and alignment by a licensed engineering or surveying firm qualified to perform such work.
11. All sewer pipe and services shall be installed with detectable marking tape installed 18" above the pipe crown, or 12" below finished grade (whichever is deeper). Detectable marking tape shall conform to WSDOT/APWA Standard Specifications. In addition, force mains and curvilinear sewers shall be installed with 14 gauge coated copper wire wrapped around all plastic pipe, brought up and tied off at valve body. On a curvilinear sewer, the wire shall be brought up, bared and wrapped three times around the manhole ring. Tape shall be per WSDOT/APWA Standards. The contractor shall furnish and install the tape and wire.
12. All buried power for pump systems shall be installed with continuous tracer tape installed 12" above the buried power. The marker shall be plastic non-biodegradable, metal core backing marked "power". Contractor shall furnish tape per WSDOT/APWA Standards.
13. Bedding of the sewer main and compaction of the backfill material shall be required in accordance with WSDOT/APWA Standards.
14. A three-foot square by six-inch thick concrete pad shall be installed around all cleanouts that are not in a pavement area.
15. Temporary street patching shall be allowed for as approved by the City Engineer. Temporary street patching shall be provided by placement and compaction on one-inch maximum asphalt concrete cold mix. Contractor shall be responsible for maintenance as required.
16. Erosion control measures shall be taken by the contractor during construction to prevent infiltration of existing and proposed storm drainage facilities and roadways.
17. Provide traffic control plan(s) in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) as required.
18. It shall be the responsibility of the contractor to have a copy of these approved plans on construction site at all times.
19. Any changes to the design shall first be reviewed and approved by the project engineer and the City of Stanwood.
20. All lines shall be high velocity cleaned and pressure tested prior to paving in conformance with WSDOT/APWA Standards. Hydrant flushing of lines is not an acceptable cleaning method. Testing of the sanitary sewer main shall include TVing of the main by the contractor. Immediately prior to TVing, enough water shall be run down the line so it comes out the lower manhole. A copy of the videotape shall be

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submitted to the City of Stanwood. Acceptance of the line will be made after the tape has been reviewed and approved by the inspector. A water or vacuum test of all manholes in accordance with Stanwood standards is also required. Testing shall take place after all underground utilities are installed and compaction of the roadway subgrade is completed.

21. All pressure mains shall be hydrostatically tested in conformance with the WSDOT/APWA Standards. In addition, all pressure mains shall be pigged or flushed in the presence of the City Inspector prior to placing pressure main in service.
22. Prior to backfill all mains and appurtenances shall be inspected and approved by the City of Stanwood Construction Inspector. Approval shall not relieve the contractor for correction of any deficiencies and/or failures as determined by subsequent testing and inspections. It shall be the contractor's responsibility to notify the City of Stanwood for the required inspections.

5B.040 Main Line Gravity

- A. Size. Sewer mains shall be sized for the ultimate development of the tributary area. Nothing shall preclude the City from requiring the installation of a larger sized main if the City determines a larger size is needed to meet the requirements for future service.

The minimum size for submains and mains shall be 8-inch inside diameter. The minimum size for a lateral shall be 4 inches.

A 6-inch diameter minimum lateral is required for all commercial or general business applications or for multifamily connections.

The design is subject to all other design requirements as noted in this Chapter.

- B. Material. Sewer main shall be PVC, ASTM D 3034, SDR 35 with joints and rubber gaskets conforming to ASTM D 3212 and ASTM F 477.
- C. Depth. Gravity sewer will typically have a minimum depth of 5 feet to provide gravity service to adjoining parcels, adequate head room within manholes for maintenance personnel and vertical clearance between water and sewer lines. Actual depth will be determined by slope, flow, velocity and elevation of existing system.
- D. All building side sewer connections to the main shall be made with a wye connection. All new mains connecting to existing mains shall require the installation of a new manhole if not made at an existing manhole.

5B.050 Connection to Existing System

- A. At connection to existing system, all new sewer connections shall be physically plugged until all tests have been completed and the City approves the removal of the plug. City to receive verification of plug removal.
- B. Connection of new pipelines to existing manholes shall be accomplished by using provided knockouts. Where knockouts are not available, the manhole shall be core drilled for connection. The transition of connecting channels shall be constructed so as not to interrupt existing flow patterns.

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- C. Connection of a pipeline to a system where a manhole is not available shall be accomplished by pouring a concrete base and setting manhole sections. The existing pipe shall not be cut into until approval is received from the City.
- D. Connections where an existing stub out is not available or where a new building side sewer is the same size as the existing main shall be accomplished by the installation of a new manhole.
- E. Taps shall not be allowed to protrude into the existing main. The Public Works Department shall be notified ~~48~~72 hours prior to any tap of a City sewer. A City representative shall be present to witness the tap.

5B.060 Manholes

Precast manholes shall meet the requirements of ASTM C 478 with either a precast base or a cast-in-place base made from minimum 3000-psi structural concrete. Manholes shall be Type 1, 48-inch diameter minimum. The minimum clear opening in the manhole frame shall be 24 inches. Joints shall be rubber gasketed conforming to ASTM C 443 and shall be grouted from the inside. Lift holes shall be grouted from the outside and inside of the manhole. Eccentric manhole cone shall be offset so as not to be located in the tire track of a traveled lane.

Manhole frames and covers shall be cast iron casting marked "Sewer" conforming to the requirements of ASTM A-30, Class 25, and shall be free of porosity, shrink cavities, cold shuts or cracks, or any surface defects which would impair serviceability. Repairs of defects by welding or by the use of smooth-on or similar material will not be permitted. Manhole rings and covers shall be machine finished or ground-on seating surfaces so as to assure non-rocking fit in any position and interchangeability. Manholes located in areas subject to inflow shall be equipped with a sewer guard watertight manhole insert.

Where lock-type castings are called for, the casting device shall be such that the cover may be readily released from the ring and all movable parts shall be made of non-corrosive materials and otherwise arranged to avoid possible binding.

All castings will be coated with a bituminous coating prior to delivery to the job site.

Safety steps shall be fabricated of polypropylene conforming to an ASTM D-4101 specification, injection molded around a ½ inch ASTM A-615 grade 60 steel reinforcing bar with anti-slip tread. Steps shall project uniformly from the inside wall of the manhole. Steps shall be installed to form a continuous vertical ladder with rungs equally spaced on 12-inch centers.

Generally, gravity sewers shall be designed with straight alignment between manholes.

Manholes shall be provided at a maximum of 400 foot intervals for 8-inch to 15-inch sewers, 500 foot intervals for 18-inch to 30-inch sewers, at intersections, and at changes in direction, grade or pipe size. Greater spacing may be permitted in larger sewers.

Minimum slope through the manhole shall be 1/10th of a foot from invert in to invert out.

Manhole sizing shall be determined by the following criteria:

- A. 48" Manhole
 - 1. 2 connecting pipes, 8-inch to 12-inch diameter
 - 2. 3 connecting pipes, 8-inch to 10-inch diameter, perpendicular

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3. 4 connecting pipes, 8-inch diameter, perpendicular

B. 54" Manhole

1. 2 connecting pipes, 8-inch to 12-inch with more than 45° deflection
2. 3 connecting pipes, 10-inch to 12-inch diameter, perpendicular
3. 4 connecting pipes, 10-inch to 12-inch diameter, perpendicular

C. 72" Manhole

1. 2 connecting pipes, 15-inch to 18-inch diameter with less than 45° deflection
2. 3 connecting pipes, 15-inch diameter, perpendicular
3. 4 connecting pipes, 15-inch diameter, perpendicular

In the above criteria "deflection" refers to the angle between any 2 pipe channels in the manhole.

For other pipe configurations, the City shall approve the size of the manhole.

The above configurations will provide adequate shelves and room for maintenance and performing TV inspections.

5B.070 Slope

All sewers shall be designed and constructed to give mean velocities, when flowing full, of not less than 2.0 feet per second based on Mannings formula using an "n" value of 0.013. The City may permit use of other practical "n" values if deemed justifiable on the basis of research or field data submitted. The following minimum slopes should be provided however slopes greater than these are desirable. Sewers shall be laid with uniform slope between manholes

Sewer Size in Inches	Minimum % Slope % (Feet per 100')
6	1.00 (0.0100 Ft/Ft)
8	0.40 (0.0040 Ft/Ft)
10	0.28 (0.0028 Ft/Ft)
12	0.22 (0.0022 Ft/Ft)
14	0.17 (0.0017 Ft/Ft)
15	0.15 (0.0015 Ft/Ft)
16	0.14 (0.0014 Ft/Ft)
18	0.12 (0.0012 Ft/Ft)
21	0.10 (0.0010 Ft/Ft)
24	0.08 (0.0008 Ft/Ft)
27	0.07 (0.0007 Ft/Ft)
30	0.06 (0.0006 Ft/Ft)
36	0.05 (0.0005 Ft/Ft)

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5B.080 Increasing Size

Manholes shall be provided where pipe size changes occur.

Where a smaller sewer joins a larger one, the invert of the larger sewer should be lowered sufficiently to maintain the same energy gradient. An approximate method for securing these results is to place the 0.8 depth point of both sewers at the same elevation.

5B.090 High Velocity Protection

Where velocities greater than 15 feet per second are expected, special provisions such as thrust blocking and piping materials shall be made to protect against displacement by erosion and shock.

5B.100 Drops

Straight grades between invert out of last manhole and connection to existing are preferred over drops whenever possible. Care must be taken when designing steep grades so as not to create a situation of excessive velocity or excavation.

An outside drop connection shall be provided for a sewer entering a manhole at an elevation of 24 inches or more above the manhole invert. Where the difference in elevation between the incoming sewer and the manhole invert is less than 24 inches, the invert shall be filleted to prevent solids deposition.

The City will not allow an inside drop connection unless otherwise approved by the Public Works Director. If approved, a larger manhole will be required.

5B.110 Cleanouts

Cleanouts are not an acceptable substitute for manholes; however, they may be used in lieu of manholes at the end of 6 or 8 inch diameter lines of not more than 150 feet in length. This does not include a 6-inch building side sewer to serve one or two single-family dwellings. Location of cleanout for building side sewers is governed by the Uniform Plumbing Code (UPC) as adopted by SMC.

All cleanouts in City right-of-way shall be extended to grade and a 3-foot square by 4-inch concrete pad shall be installed around all cleanouts that are not in pavement area.

5B.120 Side Sewers

Prior to a building being connected to public sewer, a connection permit must be obtained from the City. Materials and design criteria for a building side sewer shall comply with the UPC as adopted by the City of Stanwood and this chapter. Inspections of the side sewer construction shall be performed by the City as required by the permit.

When a new main is being installed in front or alongside of existing properties, side sewers shall be stubbed to the property line for all existing properties pursuant to Stanwood Municipal Code.

5B.140 Grease Traps and Substance Interceptors

Grease traps and substance interceptors shall be installed in accordance with the most recent edition of the Uniform Plumbing Code and any other requirements by the ~~city~~City as set forth in this chapter when deemed necessary by the public works director. Plumbing permits are processed by the Community Development Department. The Community Development Department will

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coordinate the required review with other City Departments through the permit process. Users who operate restaurants, cafes, lunch counters, cafeterias, bars or clubs, or hotel, hospital, factory or school kitchens, butcher shops, grocery stores or any other establishment where grease or other harmful ingredient may be introduced into the sewer system shall have a grease trap or substance interceptor to prevent the discharge of fat, oil, grease and/or other harmful waste. Such pretreatment facilities shall be either a grease trap or substance interceptor located outside the building and installed in the wastewater line leading from the sinks, drains or other fixtures where grease may be discharged. A plumbing permit is required.

Substance interceptors that include dishwasher effluent shall be sized to allow sufficient detention time to allow for cooling of the effluent. Sanitary facilities will not be allowed to connect upstream of any substance interceptor. Grease traps inside the building shall only be allowed upon approval by the City under special circumstances which may include but are not limited to insufficient space to install an outside interceptor, cost of retrofitting existing facilities, and single service businesses with limited menus.

Traps and interceptors shall be cleaned and maintained according to OEM requirements. The City shall be sent a record of maintenance.

5C LIFT STATIONS

5C.010 General

All lift stations will be designed to serve the appropriate basin as identified in the Stanwood Wastewater Facilities Plan.

5C.020 Design Standards

The design of any lift station shall conform to City standards, Department of Ecology's "Criteria of Sewage Works Design" and applicable standards as set forth herein. In addition, the plans shall include the following:

1. The design of the lift station, including layout, building, equipment, and control systems shall be equal to the City's existing Copper Station Lift Station unless otherwise approved by the Public Works Director.
2. A lift station emergency bypass connection shall be provided per Standard Details.
3. Lift stations shall be designed for peak design flow with the largest pump out of service
4. Lift stations shall be designed for a 20-year design life.
5. All existing and future lift stations shall be constructed to comply with the following minimum standards.
 - a. All structures will be non-combustible, where practical
 - b. All buildings will have adequate heating, cooling, ventilation, insulation, lighting, and workspaces necessary for on-site operation and repair
 - c. Sites shall be fenced and include site security and intrusion system compatible with City's SCADA system.
 - d. Each station shall be equipped with a flow meter and all necessary instrumentation to assist personnel in operating and troubleshooting

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- e. Emergency power capability shall be provided at all lift stations
- f. Each station shall be equipped with a bypass to allow manual control
- g. Each station shall address corrosion control
- ~~a-h.~~ Each station shall include an intrusion alarm system
- b-i. Stations shall be equipped with;
 - i. Floor Drains
 - ii. One inch water service and meter
 - iii. Hydraulic Vault hatch with full depth ladder
 - iv. Proper ventilation for building and wet well equipped with gas detection
 - v. Debris Cage in wet well
 - vi. Telemetry integrated with City SCADA system
 - vii. Natural Gas powered generator if applicable
 - viii. 6" bypass port
 - ix. Radar level sensors in sumps and wet wells.
 - x. Handwash sink
- 6. Pumps shall be operated automatically, with flexibility in pump start/stop settings
- 7. Pumps shall be submersible Wemco-Hidrostral Prerostal pre-rotation pumping system, or Flygt unless otherwise approved by the Public Works director
- 8. Stations shall be operated with the provision for at least two methods of control to minimize system vulnerability
- ~~2-9.~~ An overall site illustration of the lift station showing the location of all components including elevations.
- ~~3-10.~~ Service size, voltage and enclosure type and location in relation to the pump station.
- ~~4-11.~~ A list of specific materials used including quantity description and manufacturer name.
- ~~5-12.~~ A schematic and line diagram of the service and motor control center and lift station.
- ~~6-13.~~ The electrical shall be designed to meet state and local electrical code requirements.
- ~~7-14.~~ The plans shall show all required telemetry installation with schematics.
- ~~8-15.~~ Three copies of the operation and maintenance manual from the lift station manufacturer shall be supplied.
- ~~9-16.~~ City shall receive at minimum 4 hours of training on new lift station ~~emergency by-pass connection shall be provided per Standard Details operations.~~

A design report shall be submitted with each lift station demonstrating its conformance with the standards as outlined above and shall address the following items:

Pump Data

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- size and type
- horsepower
- pump curves
- head capacity
- velocity

Motor

- size and type
- cycle length
- type of mount
- controls
- type

Telemetry

- alarm system (must be compatible with City system)

Housing

- size and type
- ventilation
- humidity control
- interior lighting
- access

Auxiliary Power

- An auxiliary generator will be required.

Well Sizing

- type
- storage capacity

Maintenance

- warranty
- tools and equipment required

Electrical Service

- size and type
- source

Corrosion Protection

- type of materials
- coatings

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- linings
- maintenance

Site Layout

- location of lift station on property

Testing

- operational
- pressure

Pipes and Valves

- size and type
- bypass

Water Service

- 2-inch water service
- Double-check valve assembly
- Heat Enclosure (Hot Box or equivalent)

5D PRESSURE SEWER (FORCE MAIN)

5D.010 General

Low pressure systems may be considered for situations where high ground water table or topography make gravity sewer impractical.

5D.020 Design Standards

The design of any sewer extension/connection shall conform to City standards, Department of Ecology's "Criteria of Sewage Works Design", and any applicable standards as set forth herein.

The layout of extensions shall provide for the future continuation of the existing system as determined by the City. In addition, main extensions shall be extended to and through the side of the affected property fronting the main.

New sewer systems shall be designed by methods in conjunction with the basis of per capita flow rates. Methods shall include the use of peaking factors for the contributing area, allowances for future commercial and industrial areas, and modification of per capita flow rates based on specific data. Documentation of the alternative method used shall be provided along with plans. Tracer wire shall be installed per City standards.

5D.030 Force Main

- A. Material. Force mains for sizes up to 12 inches shall be ductile iron AWWA C151, Class 50 PVC C900 with ductile iron fittings and gasketed joints, or AWWA C906 HDPE. For 14 to 24 inch mains, pipe shall be ductile iron AWWA C151 Class 50 or PVC C905 with ductile iron fittings and gasketed joints. A more rigid pipe may be required where unlimited trench widths occur.

STANWOOD STREET AND UTILITY STANDARDS

- B. Depth. Force mains shall have a minimum 36 inches of cover to top of pipe. See Water Chapter for sanitary sewer/water main crossing requirements.
- C. Velocity. The minimum velocity allowed is 2 feet per second (fps) at average Dry Weather Flow. 2 fps is required to maintain solids in suspension although 3 fps is desired to scour settled solids. Maximum velocity allowed shall be 8 fps.

5D.040 Air/Vacuum Valves

Air release valves and air/vacuum valves shall be located at the high points of the line within a standard 48-inch manhole or a comparable sized approved vault. Air release valves shall be fitted with an activated carbon canister to absorb compounds with disagreeable odors prior to releasing the air to the surrounding area. Grades shall be designed to minimize the need for air/vacuum valves when practical. Vehicular access to valve is required for maintenance.

5D.050 Force Main Drain

Provisions to drain a force main to facilitate repairs or to temporarily remove force main from service shall be provided. This may be accomplished through the use of a valved tee connected to a drain line at the low point of the line. A manhole shall be set over the force main at the valved tee.

5D.060 Thrust Blocking

Location of thrust blocking shall be shown on plans. Thrust block concrete shall be Class 3000 poured against undisturbed earth. A plastic barrier shall be placed between all thrust blocks and fittings.

5D.070 Force Main Termination

Hydrogen sulfide odor (H_2S) and the buildup of sulfuric acid (H_2SO_4) occur in the operation of a force main. To mitigate these conditions some type of control method(s) shall be used. This may include chemical addition at the pump station and/or the reaeration of the wastewater at or near the terminus. Reaeration may include the following:

1. Construction of a vault housing and aspiration assembly.
2. The use of hydraulic fall (vertical siphon) within the terminal manhole.
3. High velocity discharge with smooth transition so as to not cause splashing of force main into the downstream gravity sewer.

These methods would all require an adequate source of fresh air at the vault or manhole. At a minimum, the manhole at the terminus and the first manhole downstream of the terminus shall be coated with Tnemec 120 vinyl ester, Quantum polymorphic resin or approved equal, which is resistant to sulfuric acid and hydrogen sulfide.

5D.080 Individual Pressure Sewer Services

Pump systems for individual pressure sewer systems shall be positive displacement pumps equal to Environment One. The pressure sewer systems shall be designed by a licensed engineer. Each pressure sewer service pump shall have its own discharge to a gravity sewer and shall not share a common force main. The specifics shall be reviewed by the City.

CHAPTER 5

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CITY OF STANWOOD

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TRANSPORTATION STANDARD DETAIL

STREET SHEET INDEX

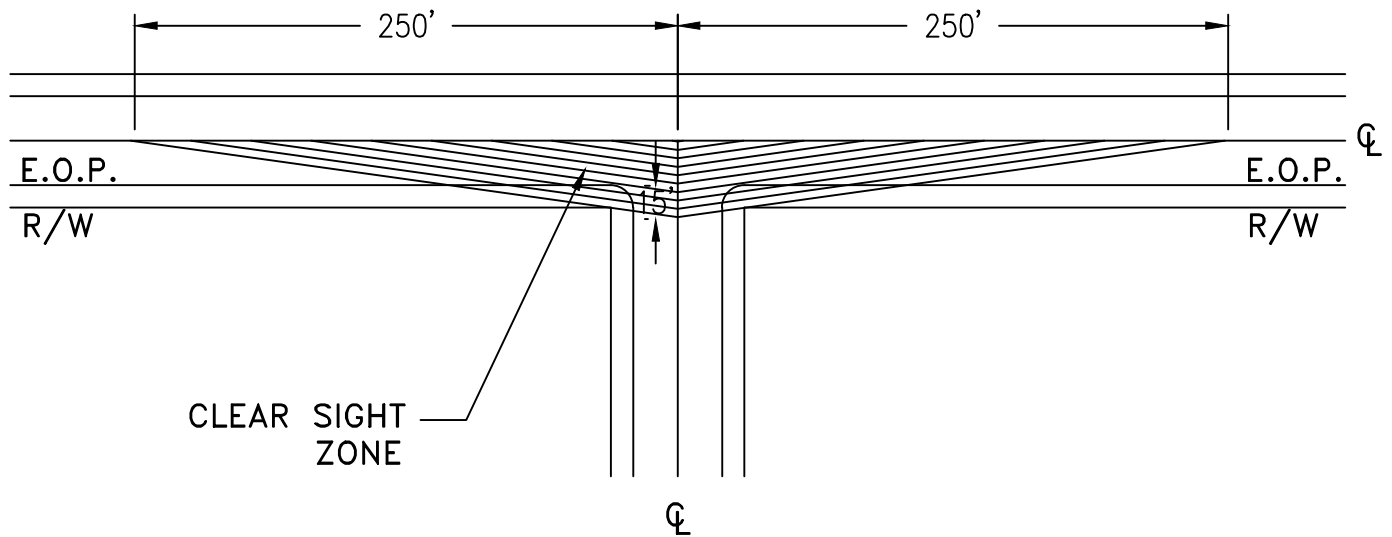
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T-00

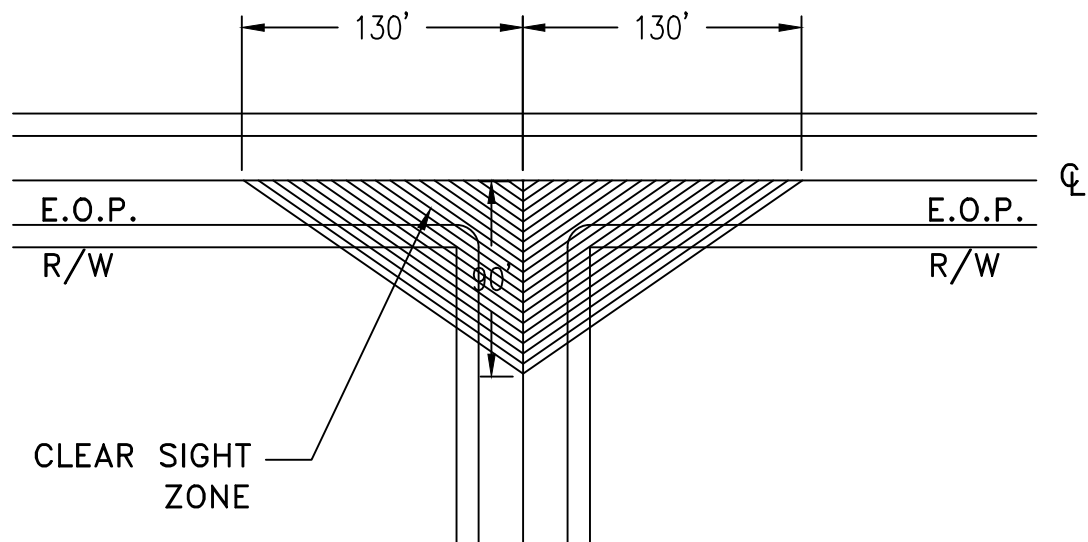
STOP OR YIELD CONTROLLED INTERSECTIONS

EXAMPLE: MAJOR STREET SPEED LIMIT = 25 M.P.H.



UNCONTROLLED INTERSECTIONS

EXAMPLE: MAJOR STREET SPEED LIMIT = 30 M.P.H.
MINOR STREET SPEED LIMIT = 20 M.P.H.



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TRANSPORTATION STANDARD DETAIL

SIGHT OBSTRUCTION

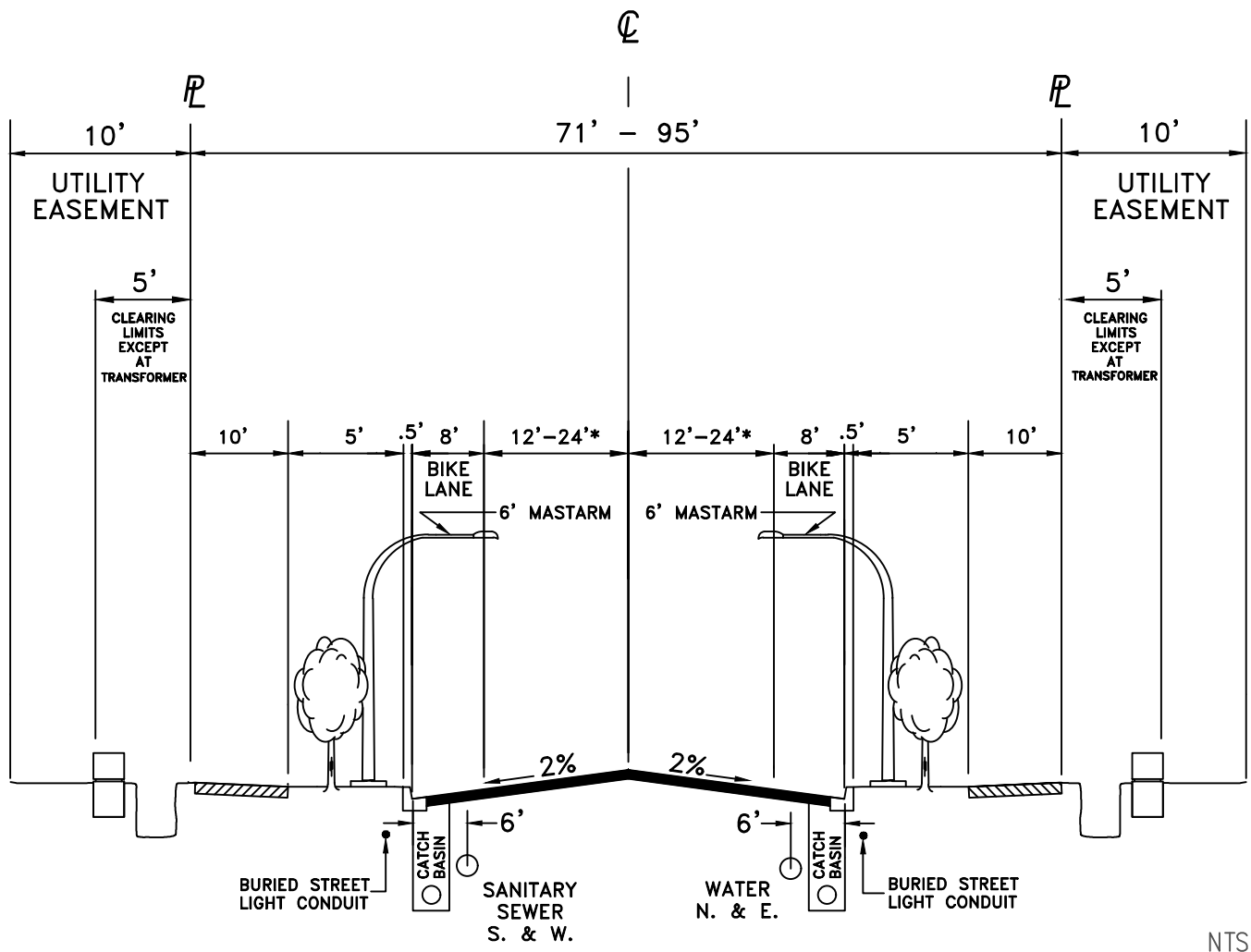
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Revised:Jul 24, 2025

Printed:Jul 24, 2025

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T-1



* 24' WITH 2 LANES
WITH CENTER TURN LANE - ADD 14'

GENERAL NOTES:

1. NO ON-STREET PARKING PERMITTED.

OPTIONAL: 10' WIDE MULTIPURPOSE LANE ON ONE SIDE WITH 3' BUFFER

City of Stanwood



TRANSPORTATION STANDARD DETAIL

STREET DESIGN - MINOR ARTERIAL (SR532)

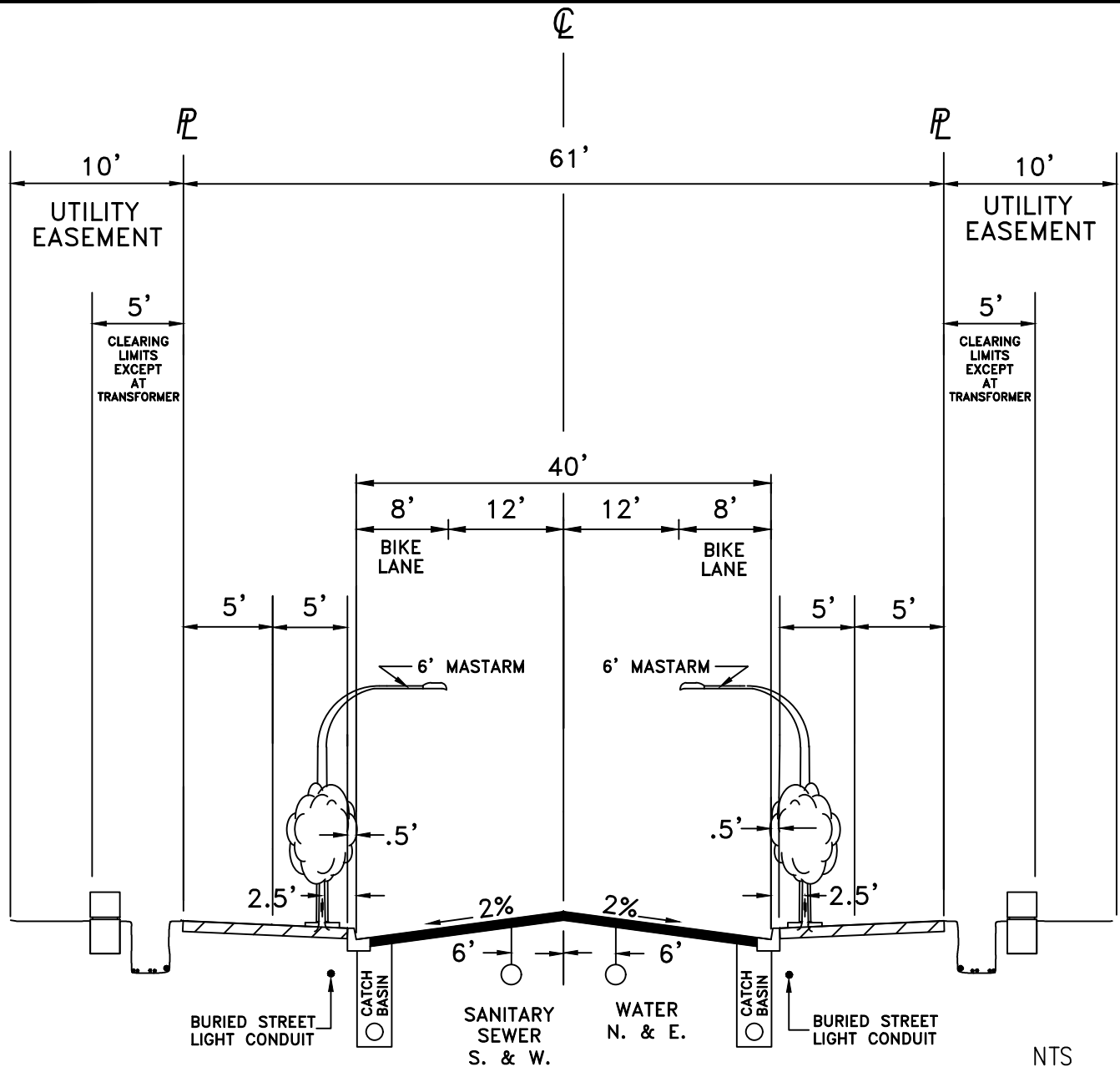
File:STADETT02

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-2



GENERAL NOTES:

1. THE SECTION INCLUDES A 12 FT TRAVEL LANE AND 8 FT BIKE LANE ON EACH SIDE OF THE ROW CENTERLINE.
2. ROAD TO INCLUDE 10' SIDEWALK WITH 5' TREE WELLS.
3. INDUSTRIAL/COMMERCIAL ROADS SERVING SIGNIFICANT VOLUMES OF TRUCK TRAFFIC MAY REQUIRE ADDITIONAL WIDTH.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

STREET DESIGN - COMMERCIAL AND INDUSTRIAL COLLECTOR

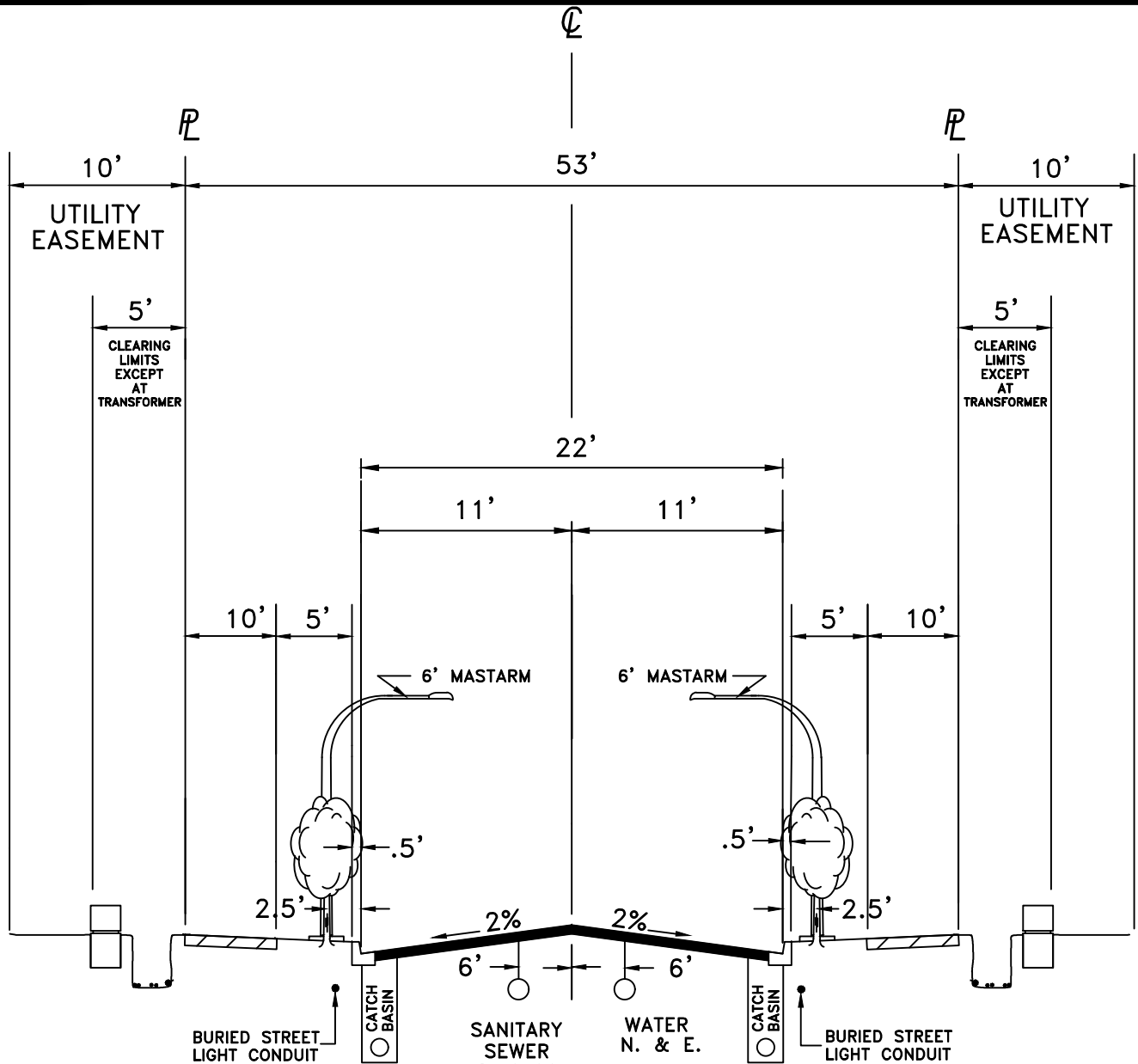
File:STADETT03

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-3



NTS

GENERAL NOTES:

1. THE SECTION INCLUDES 10 FOOT SIDEWALK/MULTI PURPOSE TRAIL WITH 5 FOOT PLANTER STRIP.
3. PLANTER STRIPS SHALL BE MAINTAINED BY THE DEVELOPER/PROPERTY OWNER.
4. NO PARKING PERMITTED ON STREET

City of Stanwood



TRANSPORTATION STANDARD DETAIL

STREET DESIGN - RESIDENTIAL COLLECTOR

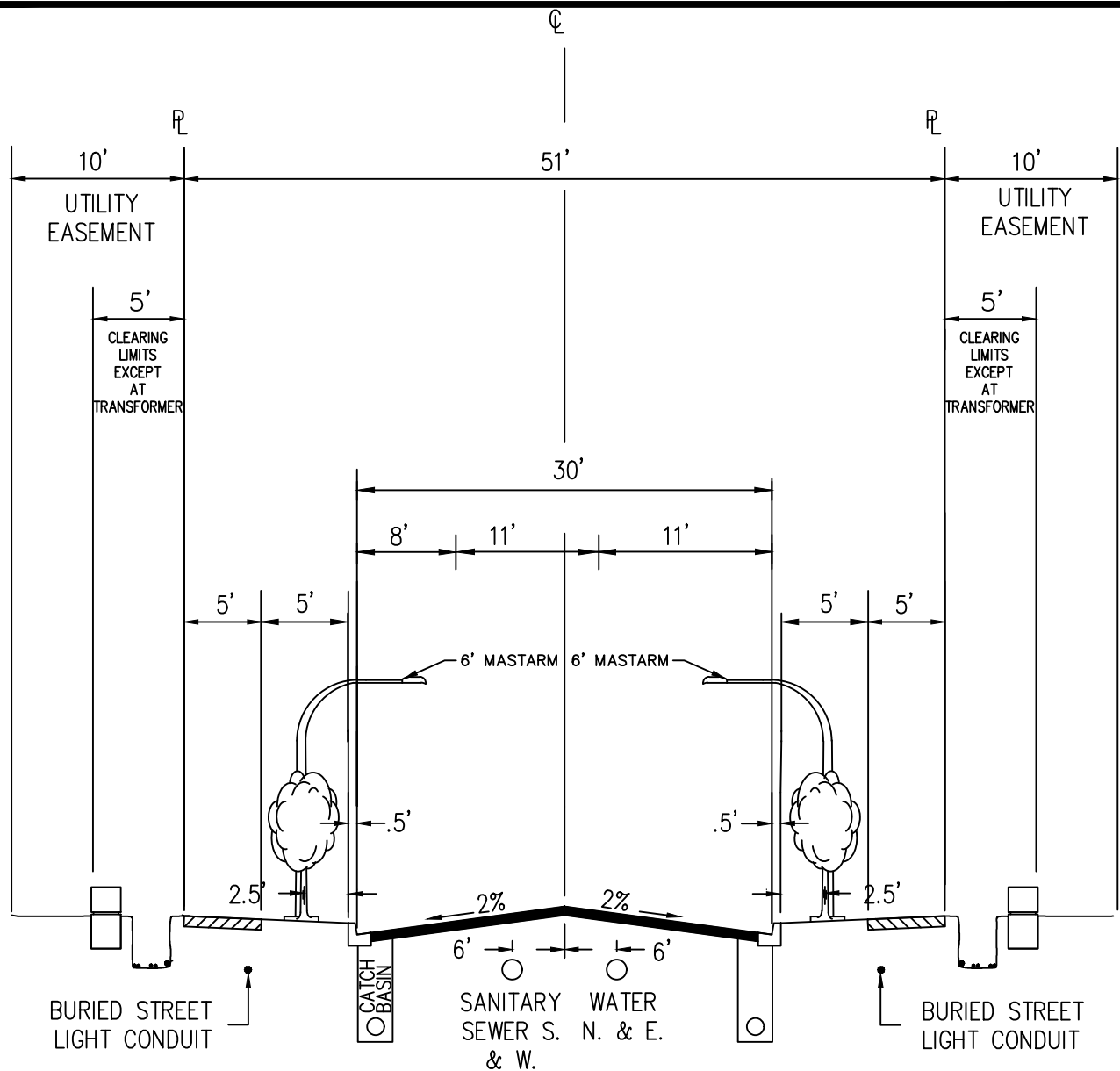
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Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-4



GENERAL NOTES:

1. THE SECTION INCLUDES TWO 11 FT TRAVEL LANES AND 8 FT PARKING LANE.
2. BIKE LANE ARE SHARED WITH LOCAL RESIDENTIAL STREET SURFACE AND SHALL BE MARKED AS SUCH
3. PLANTER STRIPS SHALL BE MAINTAINED BY THE DEVELOPER/PROPERTY OWNER.

NTS

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TRANSPORTATION STANDARD DETAIL

STREET DESIGN - LOCAL RESIDENTIAL STREET

File:STADETT05

Revised:Jul 22, 2025

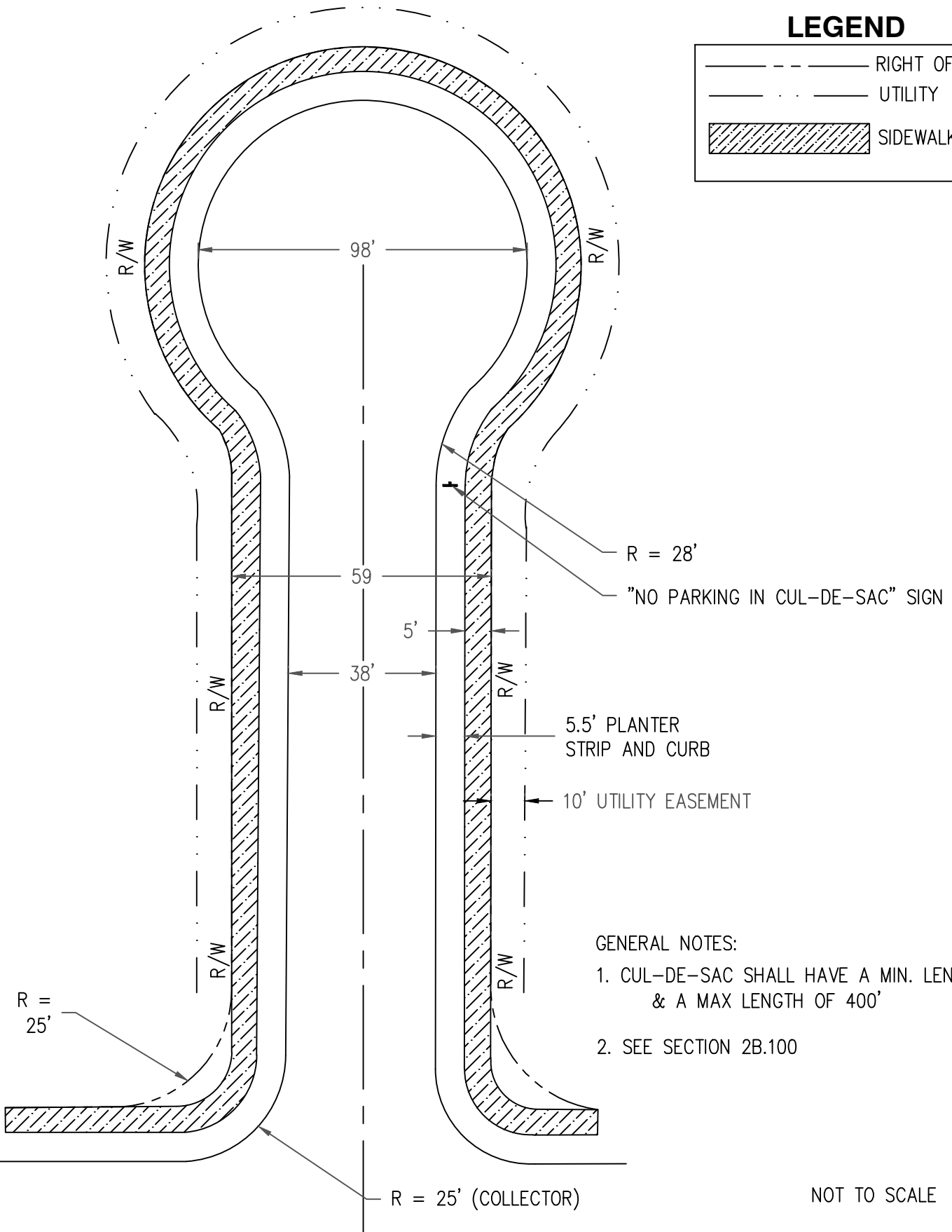
Printed:Jul 22, 2025

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T-5

LEGEND

— — — — —	RIGHT OF WAY
— . . . —	UTILITY
	SIDEWALK



GENERAL NOTES:

1. CUL-DE-SAC SHALL HAVE A MIN. LENGTH OF 50' & A MAX LENGTH OF 400'
2. SEE SECTION 2B.100

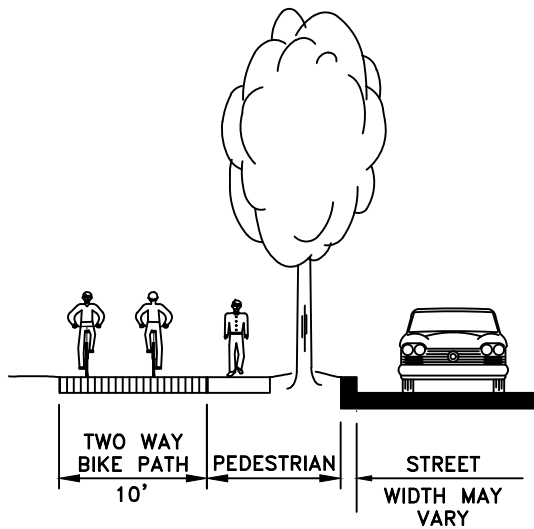
NOT TO SCALE

City of Stanwood

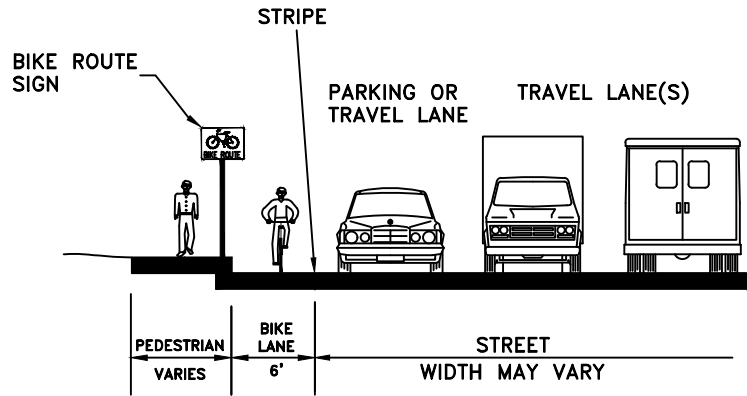


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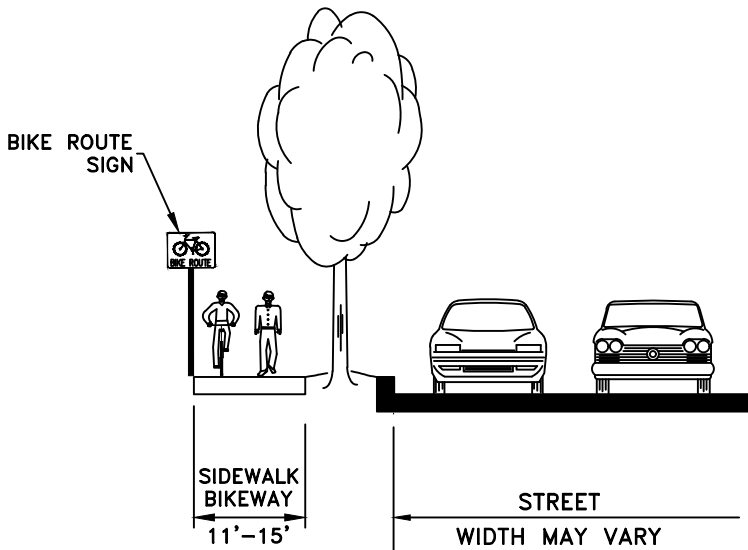
TYPICAL CUL-DE-SAC



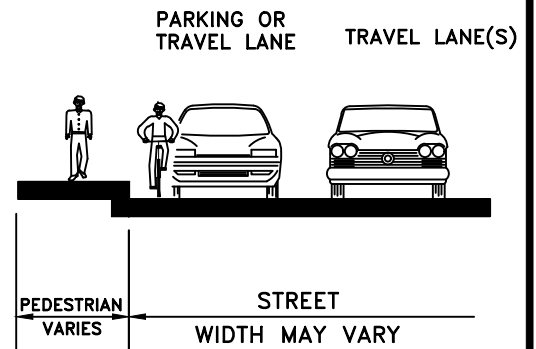
CLASS I BIKE PATH



CLASS II BIKE PATH



CLASS III BIKE ROUTE



CLASS IV SHARED ROADWAY

City of Stanwood



TRANSPORTATION STANDARD DETAIL

BIKEWAY CLASSES

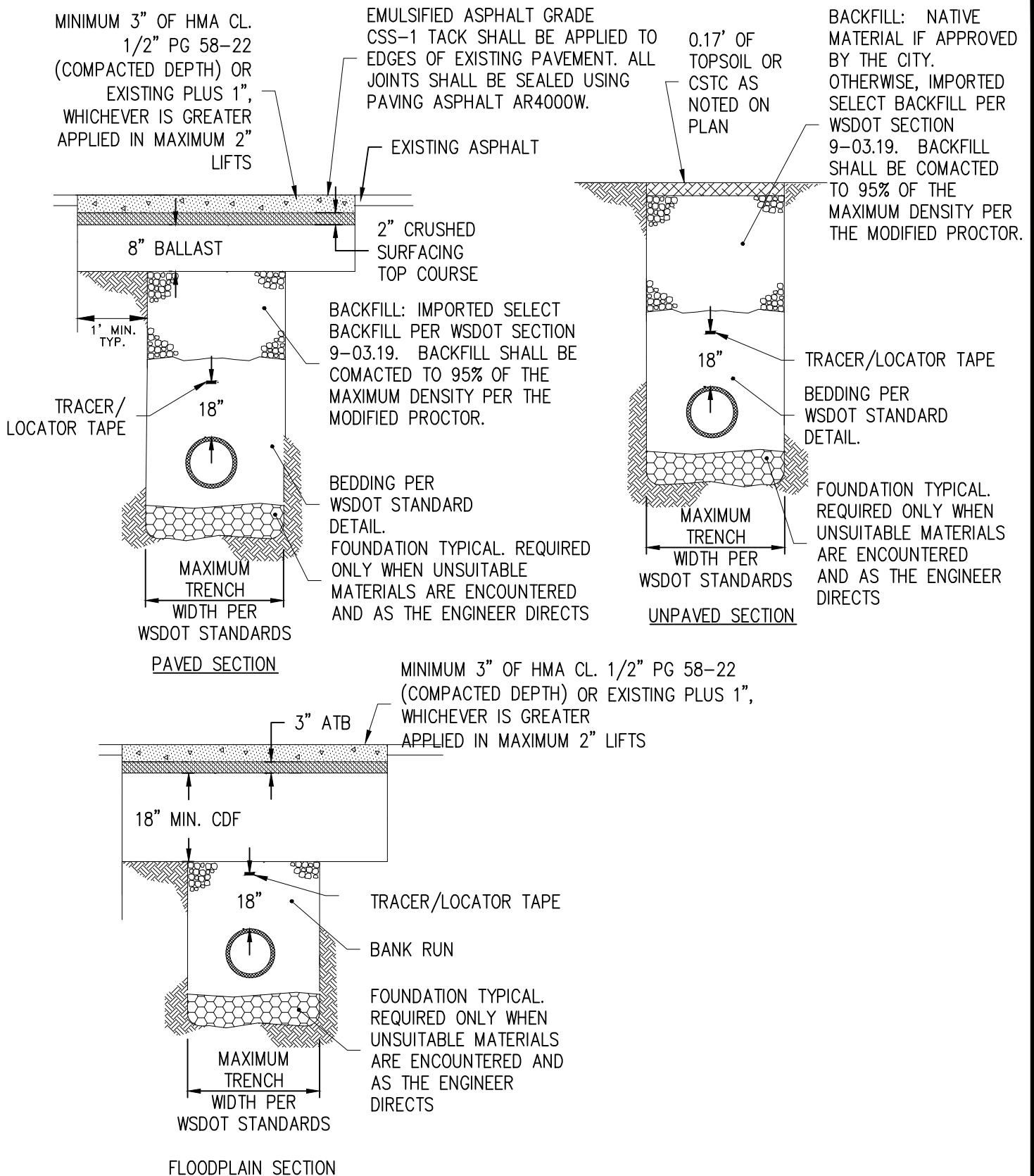
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Revised:Jul 24, 2025

Printed:Jul 24, 2025

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T-7



City of Stanwood



TRANSPORTATION STANDARD DETAIL

TRENCH RESTORATION

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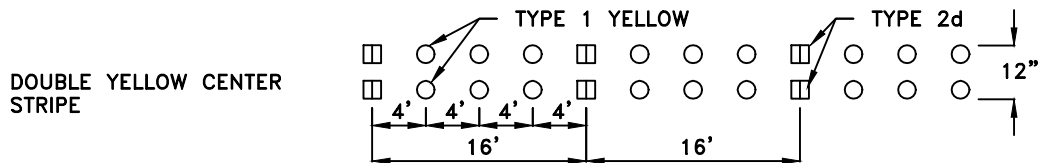
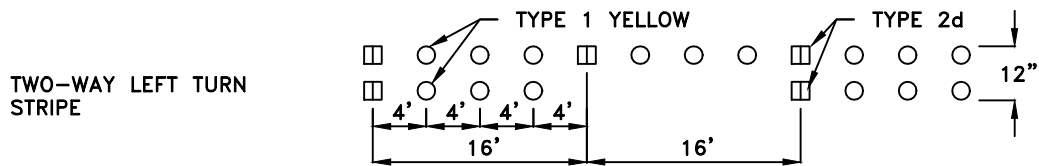
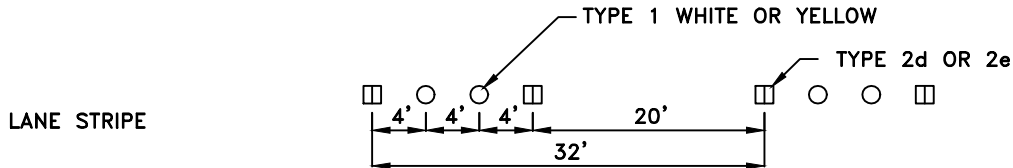
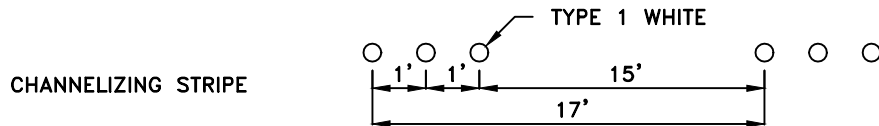
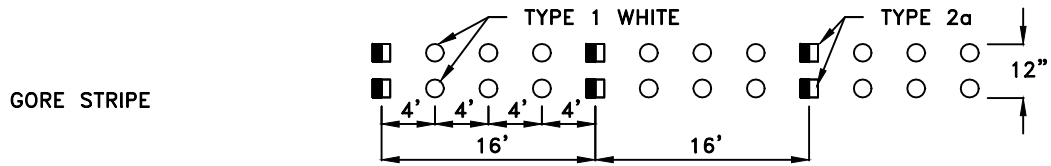
Revised:Jul 24, 2025

Printed:Jul 24, 2025

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T-8

PAVEMENT MARKING DETAILS



LANE MARKERS

- TYPE 1 LANE MARKERS, WHITE OR YELLOW
- TYPE 2a REFLECTIVE LANE MARKER, WHITE AND RED
- TYPE 2d REFLECTIVE LANE MARKER, YELLOW AND YELLOW
- ▣ TYPE 2e REFLECTIVE LANE MARKER, WHITE-ONE SIDE ONLY

City of Stanwood



TRANSPORTATION STANDARD DETAIL

STRIPING DETAIL

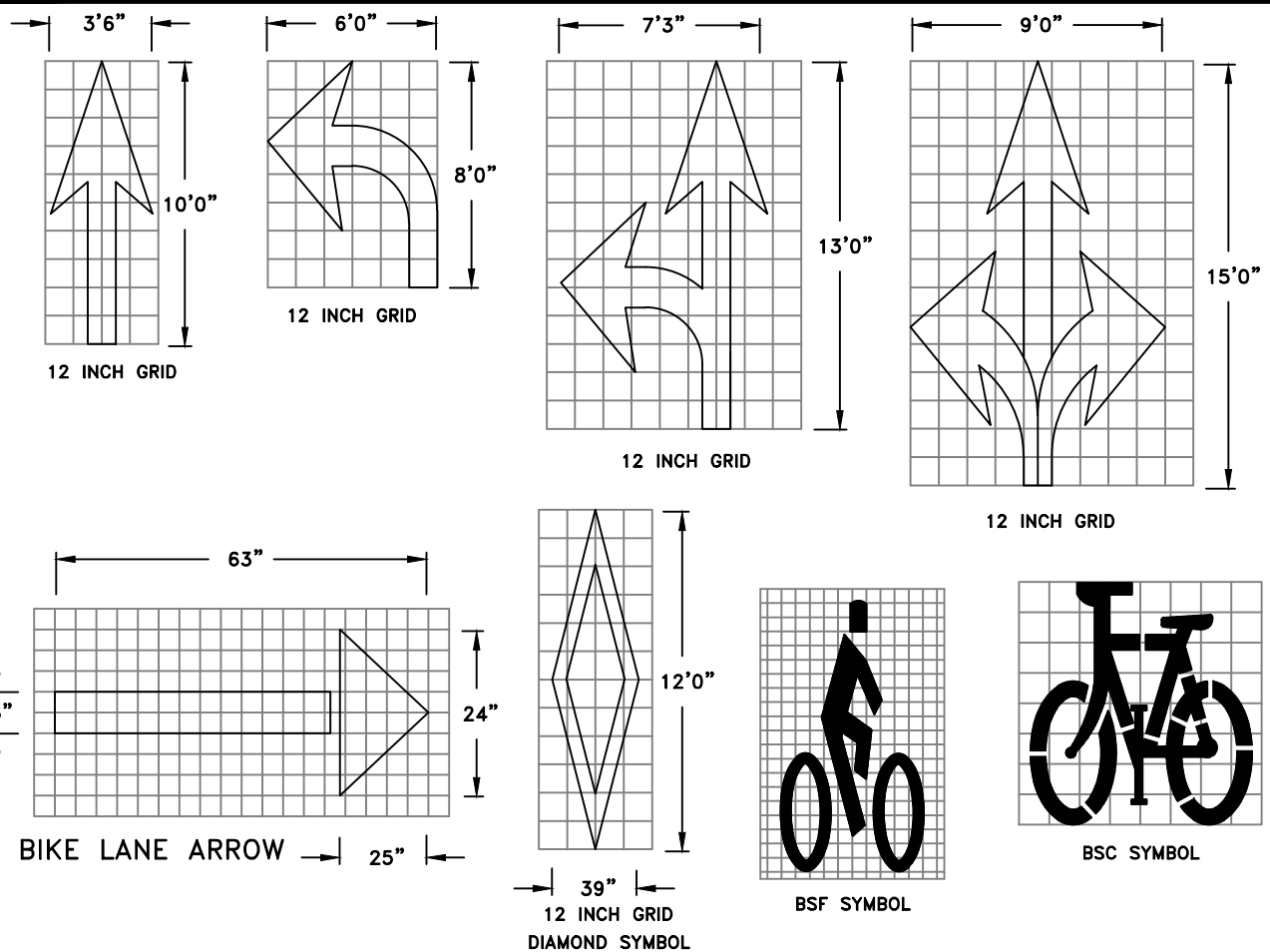
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Revised:Jul 24, 2025

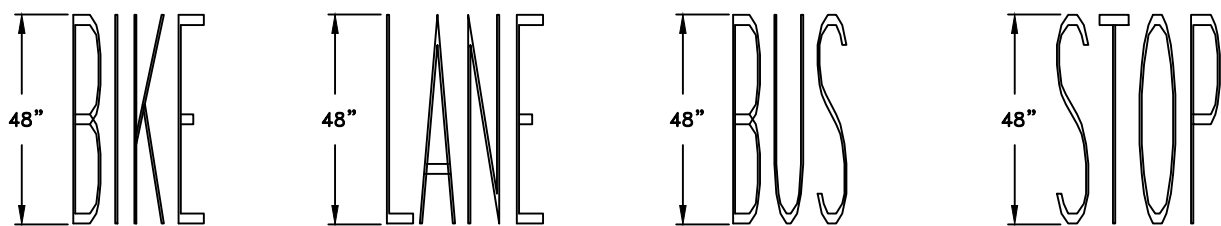
Printed:Jul 24, 2025

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T-9



COMPLETE WORD STENCILS



GENERAL NOTES:

1. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC OR METHACRYLIC RESIN.
2. ALL MARKINGS SHALL MEET FEDERAL METRIC STANDARDS.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

PAVEMENT MARKINGS

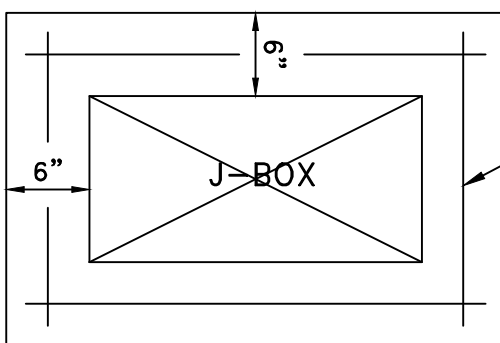
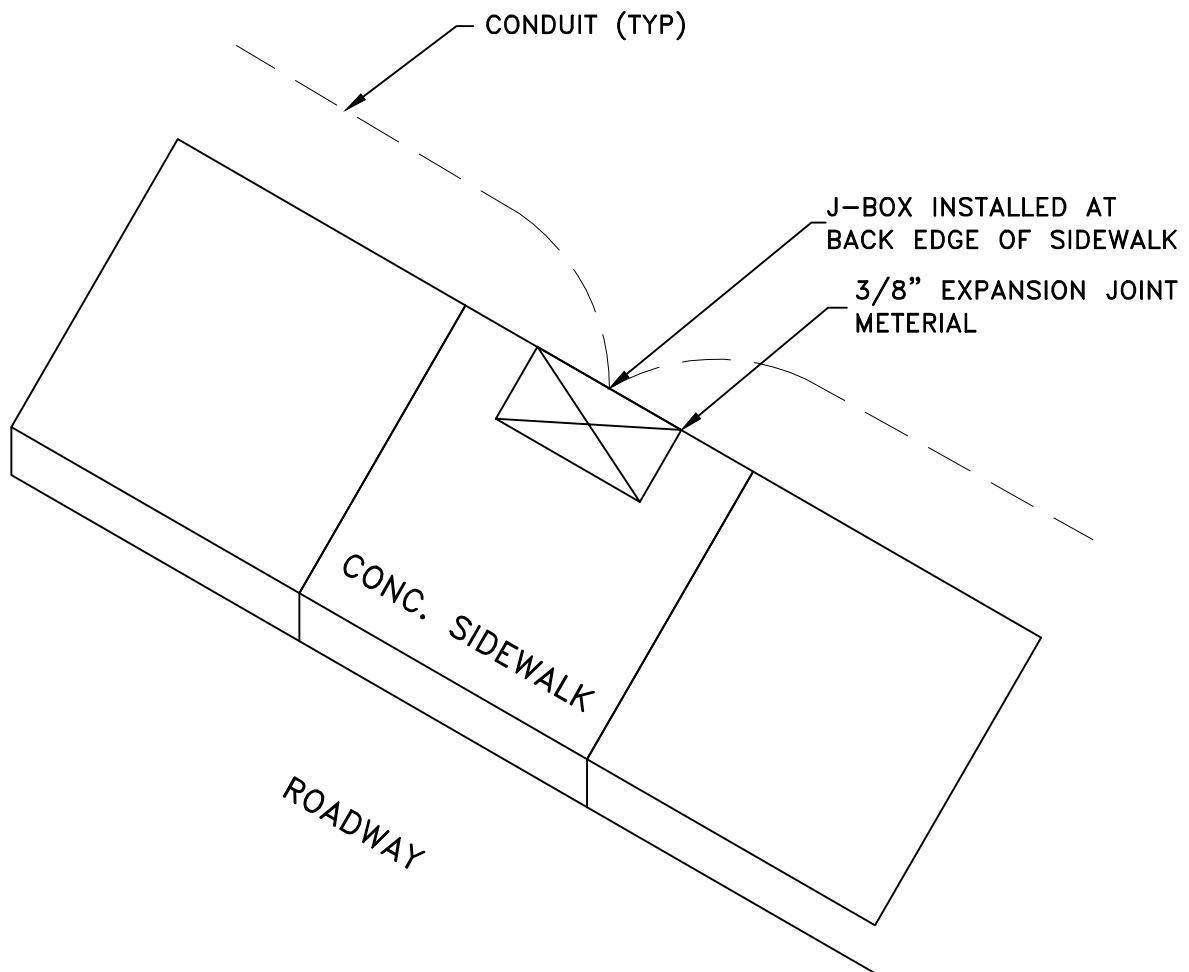
File:STADETT10

Revised:Jul 24, 2025

Printed:Jul 24, 2025

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T-10



J-BOX PAD

#4 REBAR
O.C.

NOTES:

1. WHERE NO SIDEWALKS EXIST A CONCRETE PAD SHALL BE CONSTRUCTED 6" THICK, 6" WIDE, COMPLETELY SURROUNDING J-BOX, WITH ONE #4 REBAR ON CENTER EACH SIDE AND TIED AT CORNERS.
2. J-BOX SHALL SET ON A 6" PAD OF CRUSHED SURFACING TOP COURSE OR WELL GRADED SAND

City of Stanwood



TRANSPORTATION STANDARD DETAIL

TYPICAL J-BOX LOCATION

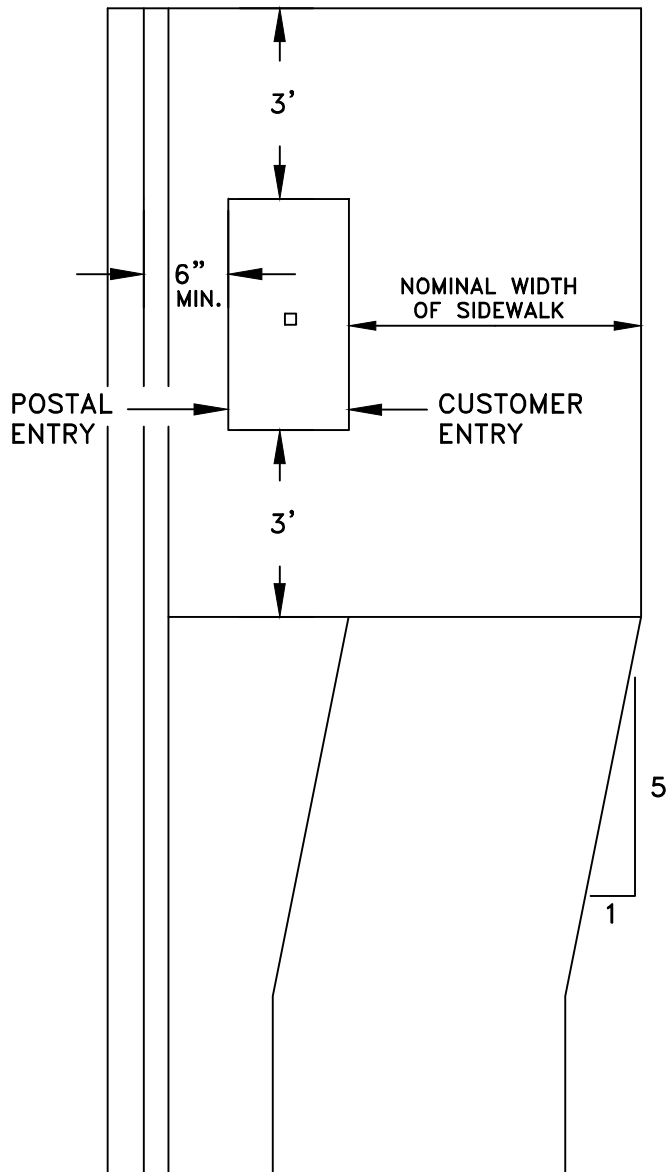
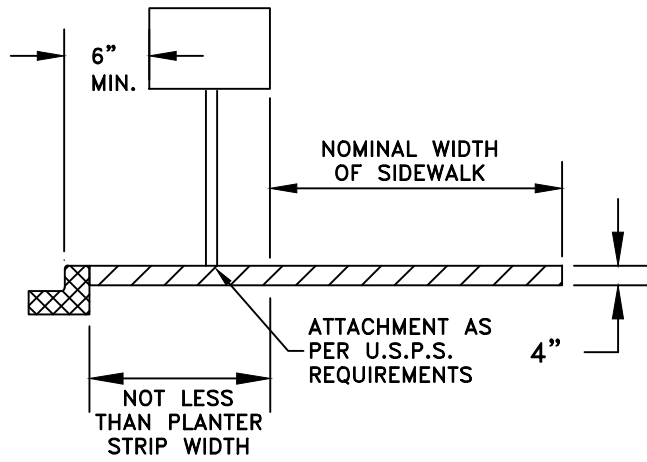
File:STADETT11

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-11



City of Stanwood



TRANSPORTATION STANDARD DETAIL

MAIL BOX CLUSTER STYLE

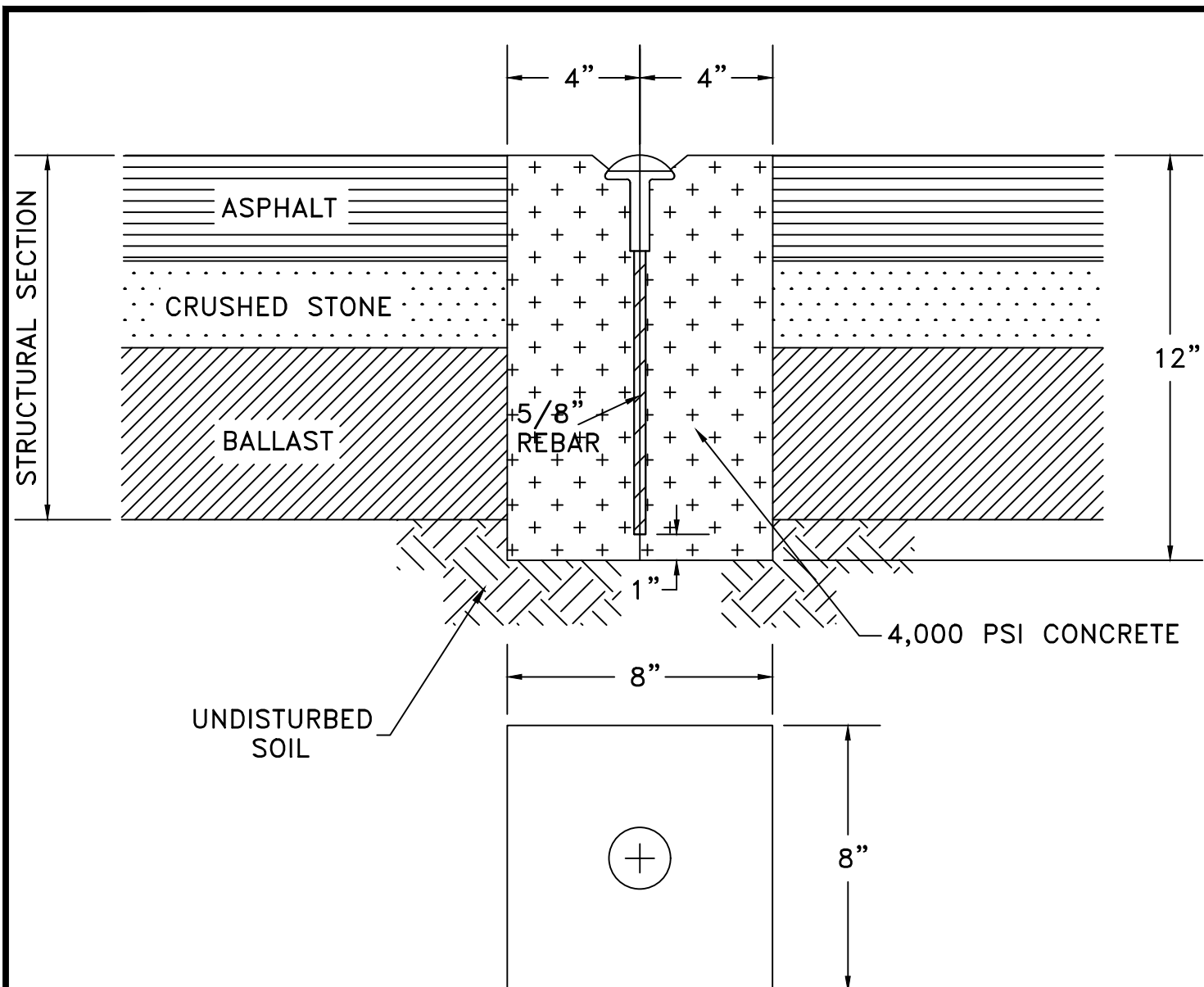
File:STADETT12

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-12



GENERAL NOTES:

1. THIS MOUNUMENT TO BE USED PRIMARILY ON BITUMINOUS OR ASPHALT CONCRETE PAVEMENT FOR USE PRIMARILY IN SUBDIVISIONS AND MINOR ARTERIALS.
2. CONCRETE BASE DIMENSIONS SHOWN ARE MINIMUM. CONCRETE BASE NEED NOT BE FORMED.
3. CAP SHALL BE "BERNTSEN RB SERIES" OR BRASS PLUG MARKER.
4. CONCRETE TO BE PLACED ON A FIRM AND UNYIELDING FOUNDATION.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

CAST IN PLACE MONUMENT

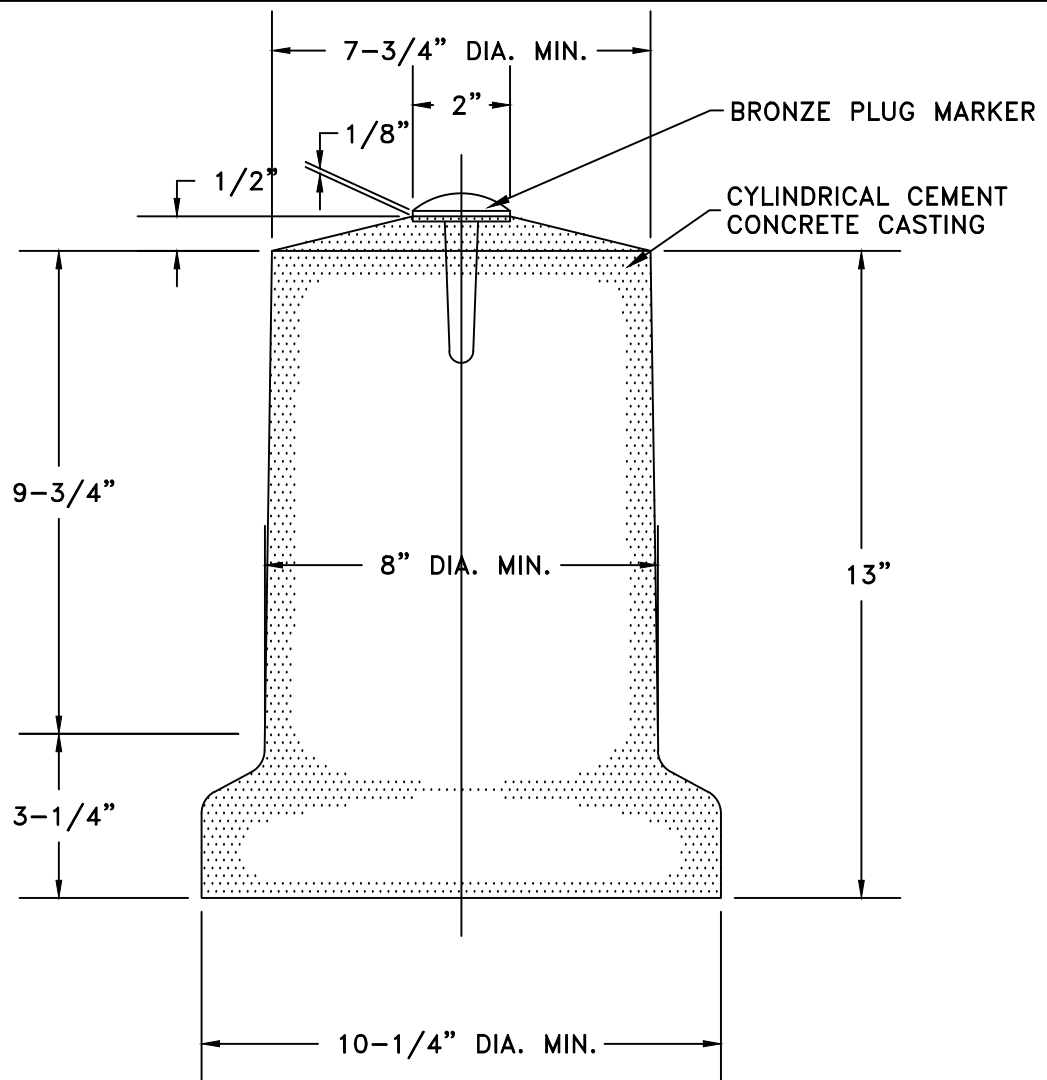
File:STADETT13

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-13



GENERAL NOTES:

1. MINIMUM ULTIMATE COMPRESSIVE STRENGTH OF CONCRETE CASTING AT 28 DAYS - 3000#. MAXIMUM AGGREGATE SIZE TO BE 1".

City of Stanwood



TRANSPORTATION STANDARD DETAIL

PRECAST CONCRETE MONUMENT

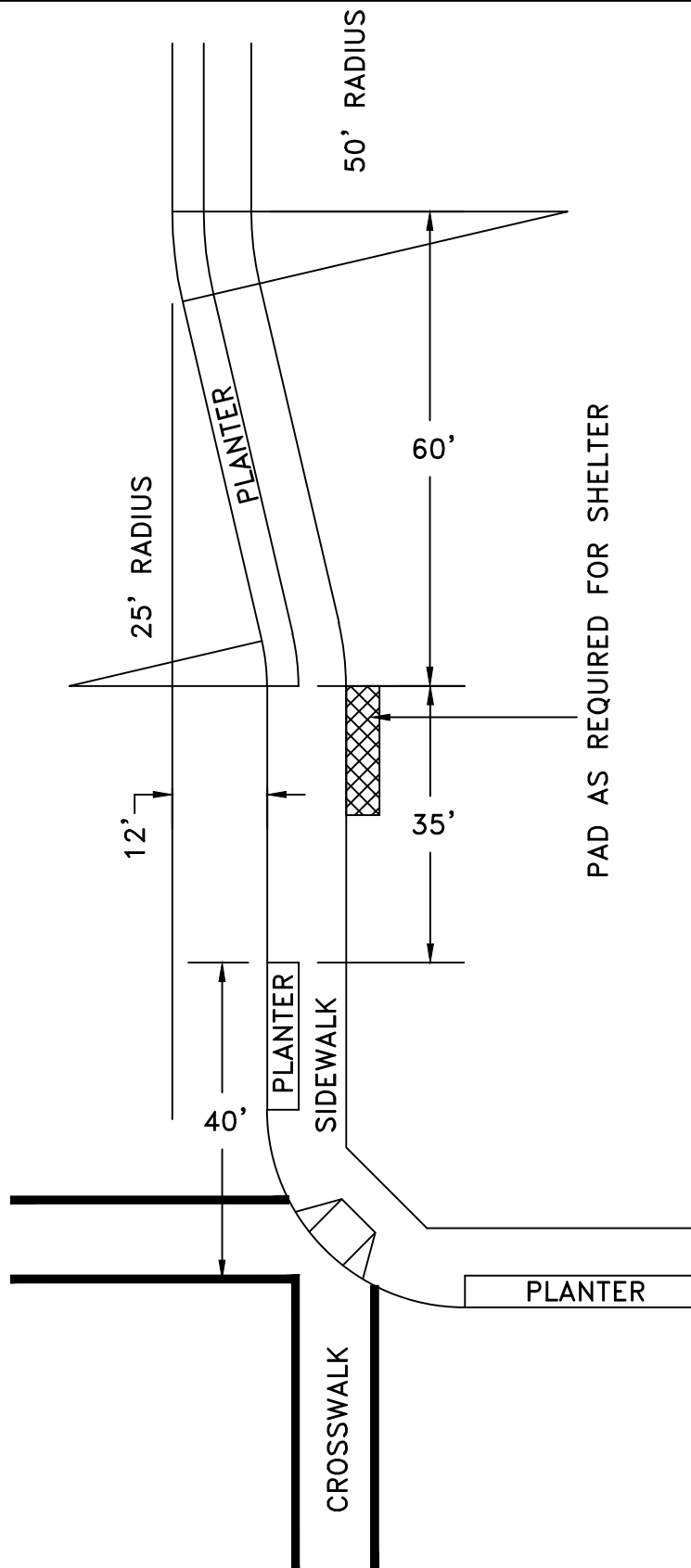
File:STADETT14

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-14



City of Stanwood



TRANSPORTATION STANDARD DETAIL

FARSIDE BUS PULLOUT

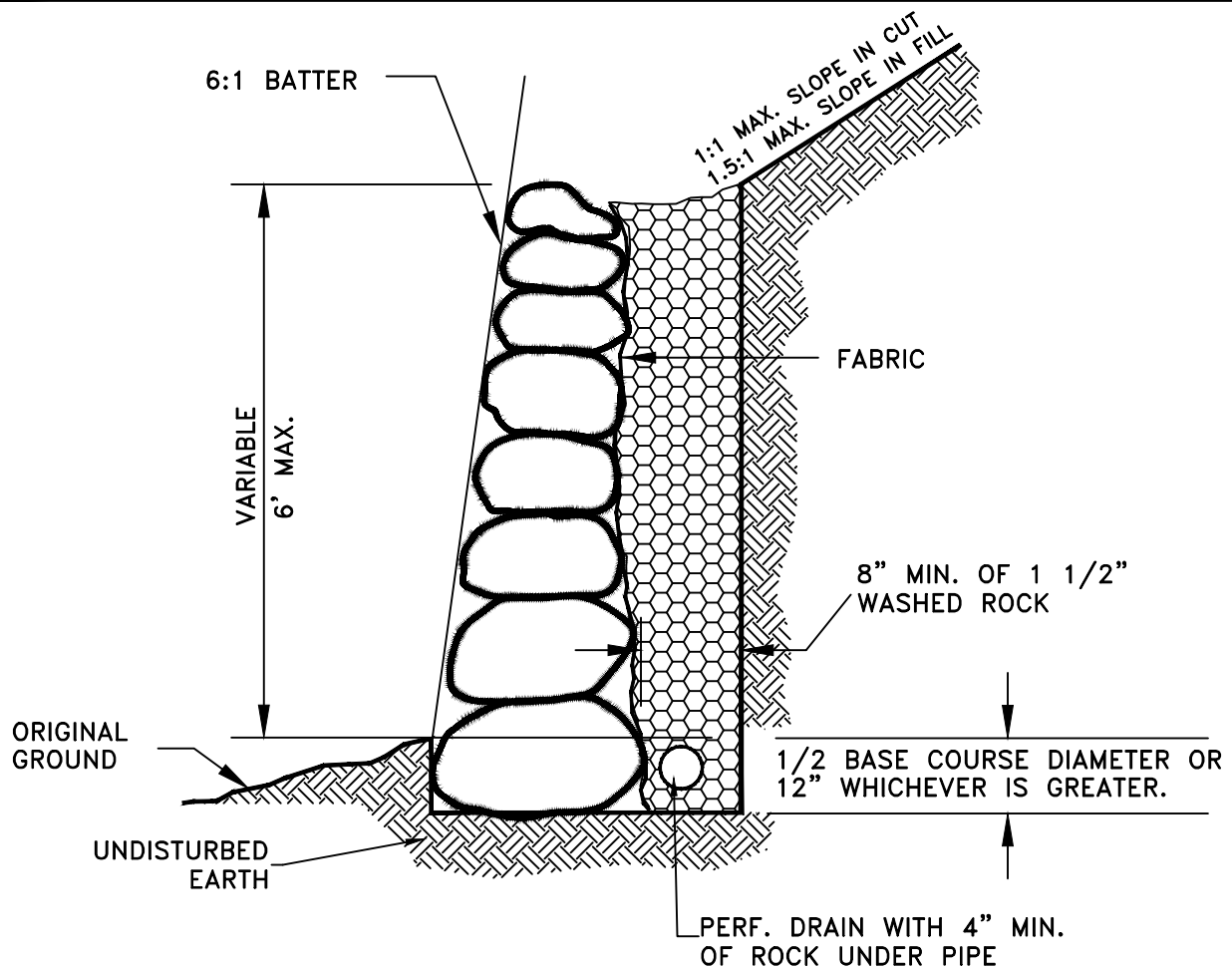
File:STADETT15

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-15



GENERAL NOTES:

1. ROCKERIES HIGHER THAN 5' SHALL BE CONSTRUCTED OF ROCKS OF GRADUATED SIZES FROM 5-MAN TO 2-MAN FROM BOTTOM TO TOP. ROCKERIES OF 5' OR LOWER SHALL BE CONSTRUCTED OF 3-MAN TO 2-MAN FROM BOTTOM TO TOP. ROCK SIZE CATEGORIES SHALL INCLUDE:

TWO-MAN ROCKS (300 TO 600 POUNDS), 13 INCHES IN LEAST DIMENSION;

THREE-MAN ROCKS (800 TO 1200 POUNDS), 16 INCHES IN LEAST DIMENSION;

FOUR-MAN ROCKS (1500 TO 2200 POUNDS), 18 INCHES IN LEAST DIMENSION;

FIVE-MAN ROCKS (2400 TO 3400 POUNDS), 24 INCHES IN LEAST DIMENSION.

2. THE ROCKERY SHALL BE INSTALLED WITH A SMOOTH FACE.

3. THE LONG DIMENSION OF THE ROCKS SHALL EXTEND INTO THE EARTH TO PROVIDE MAXIMUM STABILITY.

4. THE ROCK SHALL BE PLACED SO AS TO LOCK INTO TWO ROCKS IN THE LOWER TIER.

5. CALL FOR INSPECTION PRIOR TO BASE COURSE BEING PLACED (FOR VERIFICATION OF ROCKERY HEIGHT, FOUNDATION MATERIAL AND ROCK SIZE).

6. DESIGN VARYING FROM THOSE INDICATED SHALL CARRY THE SEAL OF A CIVIL ENGINEER EXPERIENCED IN SOIL MECHANICS.

7. ROCK WALLS OVER FOUR FEET IN HEIGHT SHALL BE REVIEWED AND APPROVED BY THE BUILDING DEPARTMENT.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

ROCK RETAINING WALL

File:STADETT16

Revised:Jul 24, 2025

Printed:Jul 24, 2025

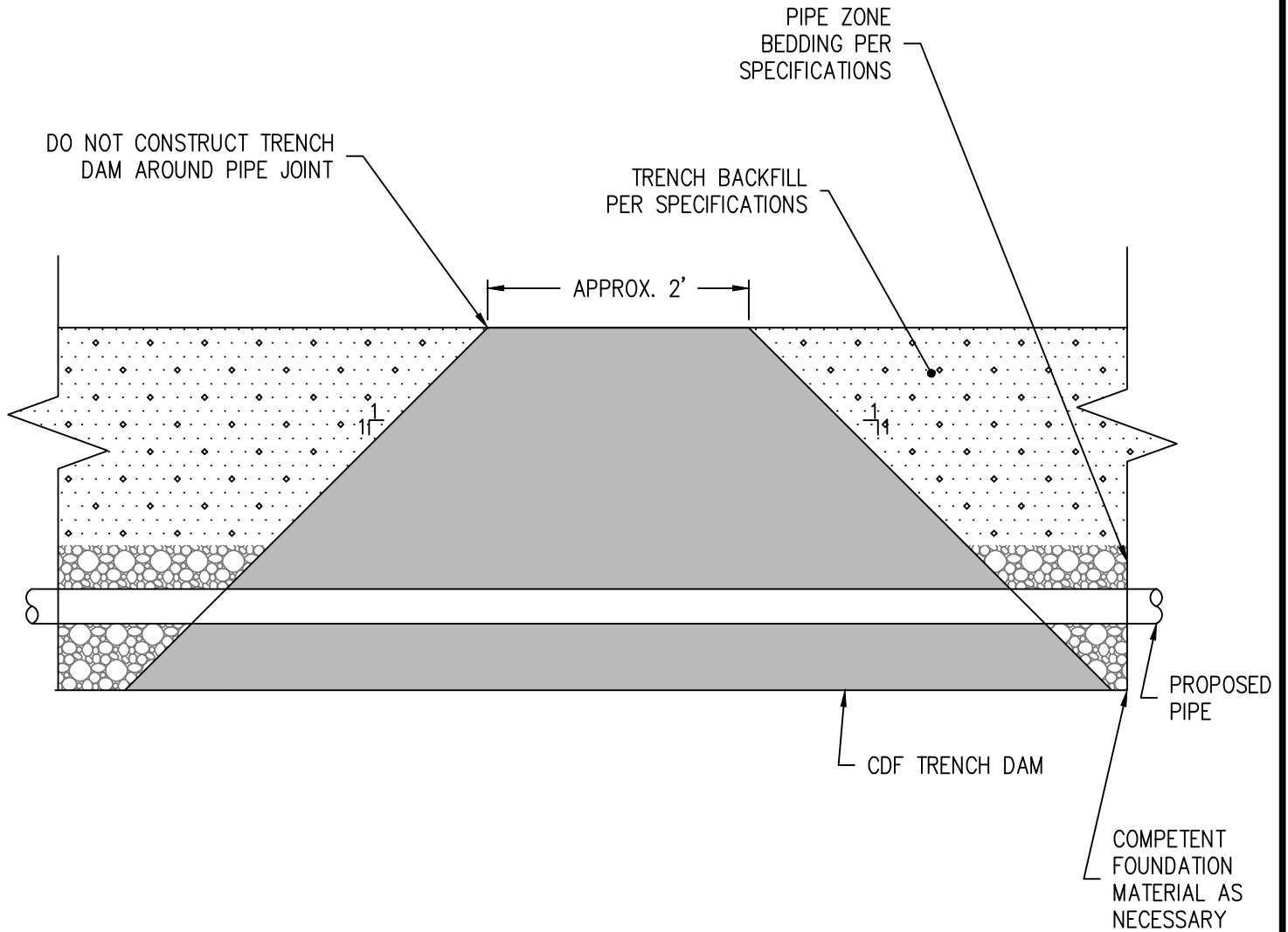
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T-15

NOTE:

TRENCH DAM SHALL EXTEND FROM BOTTOM OF EXCAVATED TRENCH THROUGH BEDDING MATERIAL AND TO THE TOP OF THE TRENCH BACKFILL AND SHALL EXTEND COMPLETELY TO THE EDGES OF THE TRENCH. TRENCH DAM SHALL BE CONSTRUCTED OF CONTROLLED DENSITY FILL (CDF).

TRENCH DAM DRAINAGE SHALL BE PROVIDED.



City of Stanwood



TRANSPORTATION STANDARD DETAIL

TRENCH DAM DETAIL

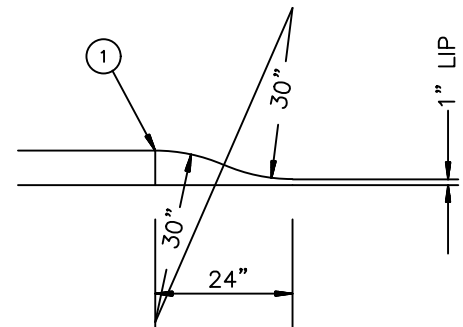
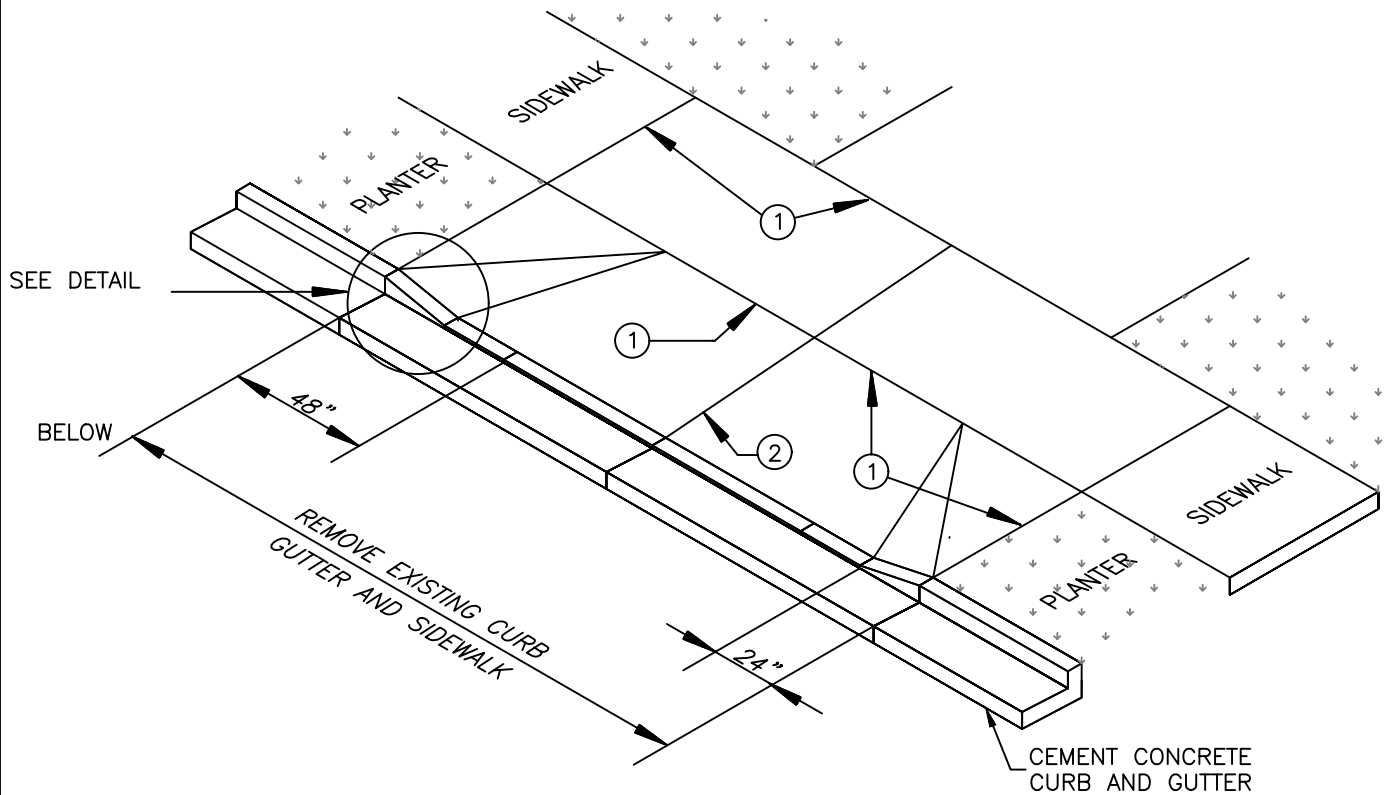
File:STADETT17

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-17



NOTES:

1. FULL DEPTH EXPANSION JOINT, 3/8" MINIMUM THICKNESS.
2. FULL DEPTH EXPANSION JOINT, 3/8" MINIMUM THICKNESS IF WIDTH OF DRIVEWAY IS 15 FEET OR GREATER.
3. DRIVEWAY SECTION WITHIN PUBLIC RIGHT-OF-WAY IS TO BE SURFACED WITH ASPHALT OR CONCRETE.
4. DRIVEWAY CEMENT CONCRETE DEPTH SHALL BE A MINIMUM OF 6" AND PLACED ON COMPACTED GRADE.
5. CONCRETE SHALL BE COMMERCIAL CLASS CONCRETE PER WSDOT/APWA SPECIFICATIONS.
6. CLEAN AND EDGE ALL JOINTS.

DROP CURB TRANSITION DETAIL

City of Stanwood



TRANSPORTATION STANDARD DETAIL

DROP CURB DRIVEWAY INTEREANCE

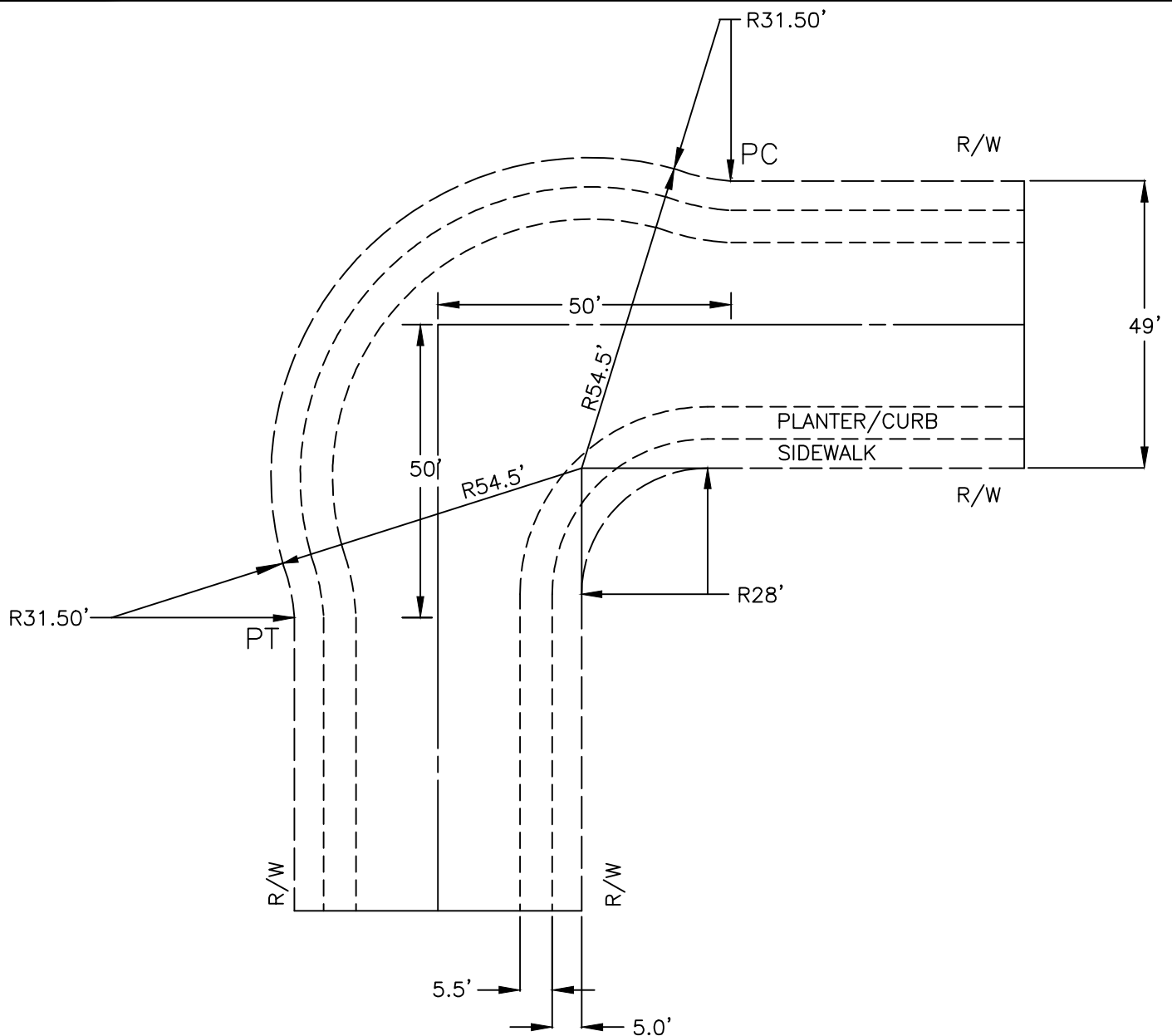
File:STADETT18

Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-18



NOTES:

1. INTERSECTION BULBS MAY BE USED IN LIEU OF HORIZONTAL CURVES FOR CERTAIN LOW-SPEED DESIGNS.
2. A MINIMUM $50'$ TANGENT IS REQUIRED FROM THE POINT OF INTERSECTION OF THE CENTERLINES.
3. INTERSECTION ANGLE SHALL BE 90 DEGREES ± 10 DEGREES.
4. RADII SHOWN APPLY FOR A 49 -FOOT LOCAL ROAD R/W.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

90 DEGREE INTERSECTION

File:STADETT19

Revised:Jul 24, 2025

Printed:Jul 24, 2025

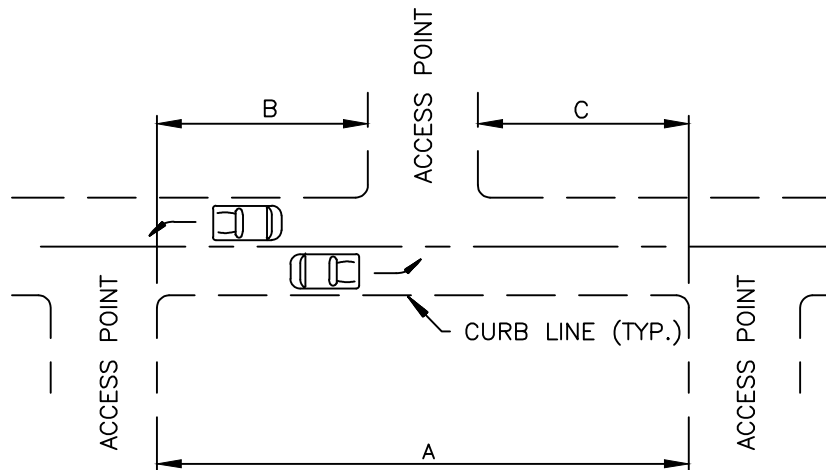
DRAWING NO.

T-19

MINIMUM ACCESS POINT SPACING – COMMERCIAL/INDUSTRIAL/MULTI-RESIDENTIAL (FEET)

① ⑥

ROADWAY SPEED (MPH) ②	DIMENSION A		DIMENSION B ⑤		DIMENSION C ⑤	
	ARTERIALS ③	NON-ARTERIALS ④	ARTERIALS	NON-ARTERIALS	ARTERIALS	NON-ARTERIALS
25	105	35	105	75	105	35
30	125	40	125	75	125	40
35	150	45	150	75	150	45
40	185	50	185	75	185	50
45	230	50	230	75	230	50
50	275	50	275	75	275	50



PLAN

NTS

NOTES:

1. ACCESS POINT SPACING ONLY. FOR PUBLIC STREET SPACING, SEE SECTION 2B.140.
2. REFERS TO POSTED SPEED OR OPERATING SPEED, WHICHEVER IS GREATER.
3. BETWEEN THE NEAREST EDGES OF TWO-WAY ACCESS POINTS. DISTANCES BETWEEN ADJACENT, ONE-WAY ACCESS POINTS (WITH THE INBOUND ACCESS UPSTREAM) CAN BE ONE-HALF THE DISTANCES SHOWN ABOVE.
4. BETWEEN THE NEAREST EDGES OF ONE OR TWO-WAY ACCESS POINTS.
5. ACCESS POINTS DIRECTLY OPPOSITE FROM EACH OTHER ARE MOST DESIRABLE. WHERE THIS IS NOT POSSIBLE, THESE DIMENSIONS WILL APPLY.
6. IN CASES WHERE ACCESS POINT SPACING IS NOT ATTAINABLE BECAUSE EXISTING FRONTAGES ARE NARROW, ACCESS POINTS SHOULD BE LOCATED AS CLOSE TO THE TABULATED VALUES SHOWN ABOVE AS POSSIBLE. WHEN THIS OCCURS, THE ENGINEER MAY REQUIRE ANALYSIS TO DETERMINE IF LEFT TURNS SHOULD BE PROHIBITED INTO OR OUT OF THE ACCESS POINT.

City of Stanwood



TRANSPORTATION STANDARD DETAIL

COMMERCIAL/INDUSTRIAL/MULTI-RESIDENTIAL
ACCESS POINT SPACING

File:STADETT21

Revised:Jul 24, 2025

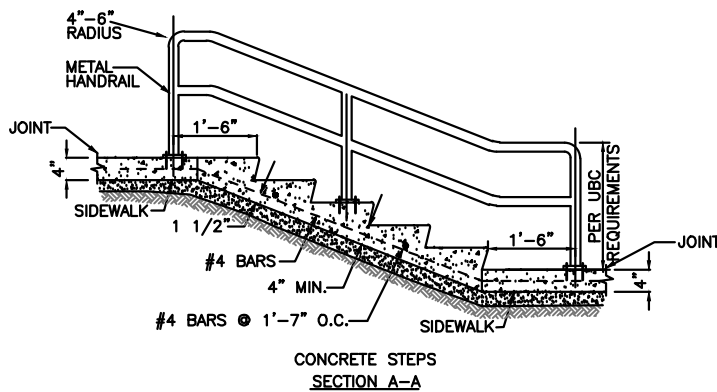
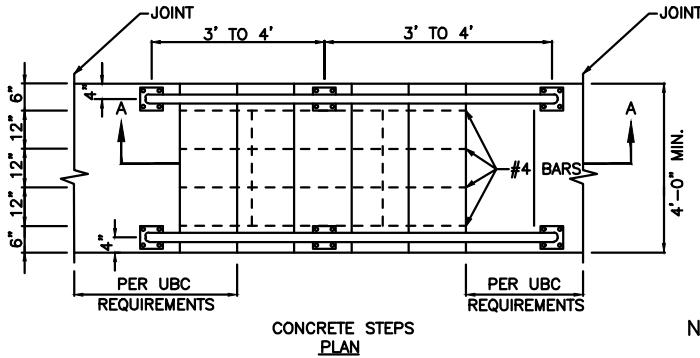
Printed:Jul 24, 2025

DRAWING NO.

T-20

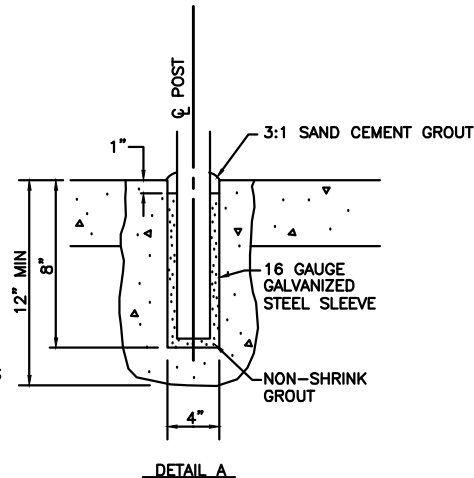
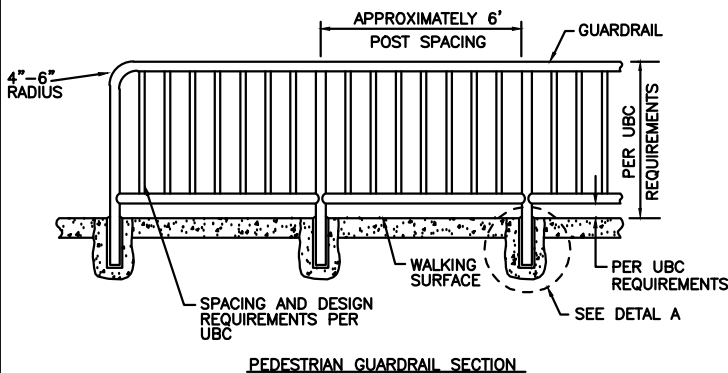
NOTES FOR CONCRETE STEPS:

1. CONCRETE: CEMENT CONCRETE CLASS 3000.
2. ALL STEPS: PER UBC REQUIREMENTS.
3. RISERS: PER UBC REQUIREMENTS.
4. TREADS: PER UBC REQUIREMENTS.
5. LOCATION OF METAL HANDRAIL AND GUARDRAIL PER UBC REQUIREMENTS, SEE NOTES BELOW.
6. REINFORCING BARS SHALL MEET THE REQUIREMENTS OF ASTM A-615, GRADE 60 .
7. SEE UBC SEC. 3306.
8. MAX. VERTICAL DISTANCE BETWEEN LANDINGS PER UBC REQUIREMENTS.



NOTES FOR HANDRAILS AND PEDESTRIAN GUARDRAILS:

1. GALVANIZED STEEL OR ALUMINUM.
2. ROUND OR OVAL PIPE, SIZE PER UBC REQUIREMENTS.
3. WELDED, WITH SMOOTH SURFACE AND JOINTS.
4. POSTS SET IN CLASS 3000 CONCRETE A MINIMUM OF 8"
5. SEE UBC SEC. 3306.
6. GALVANIZED STEEL OR ALUMINUM GUARDRAILS WHEN GUARDRAILS ARE REQUIRED BY UBC.



City of Stanwood



TRANSPORTATION STANDARD DETAIL

CONCRETE STEPS AND HANDRAIL

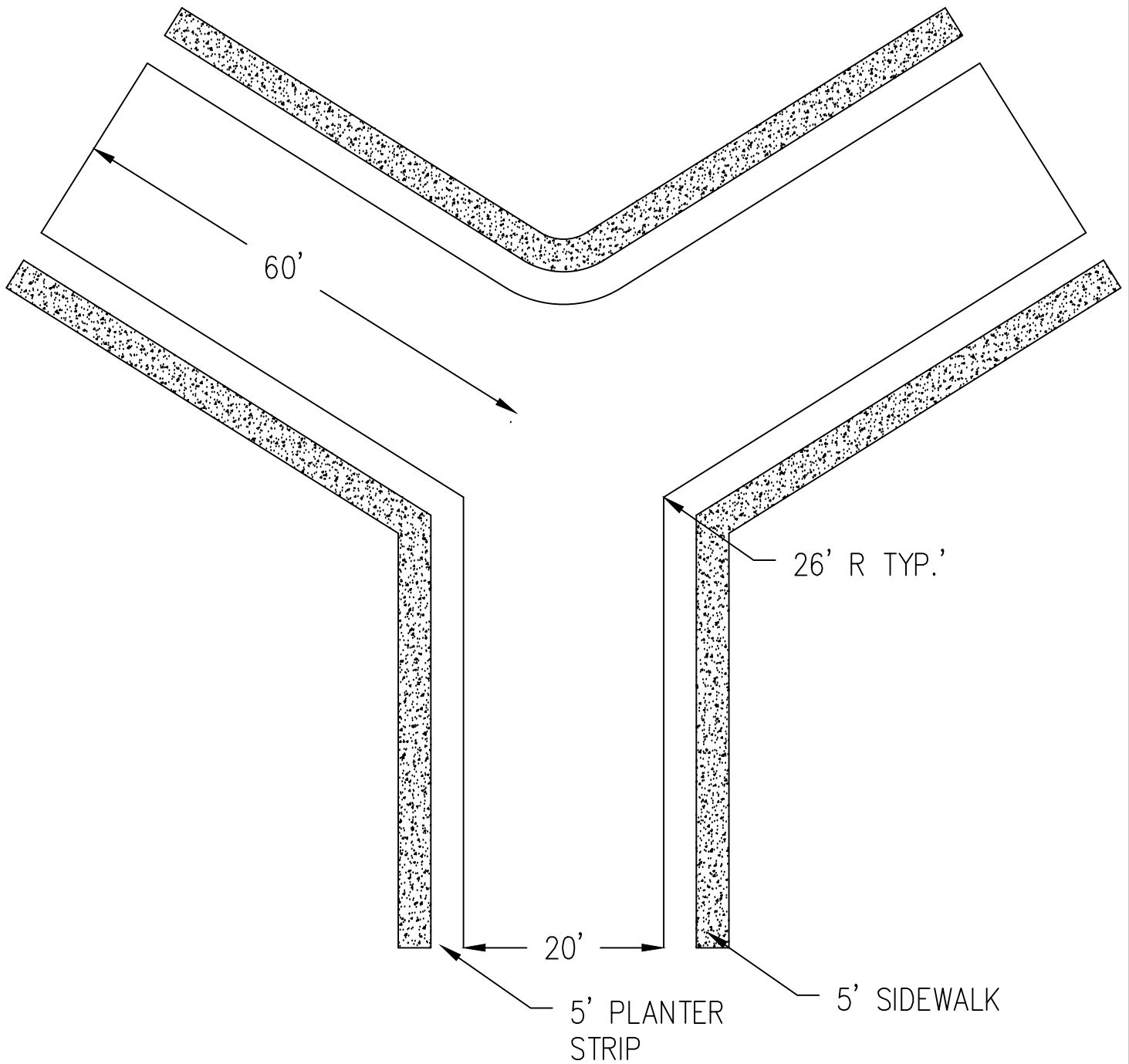
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Revised:Jul 24, 2025

Printed:Jul 24, 2025

DRAWING NO.

T-21



City of Stanwood



TRANSPORTATION STANDARD DETAIL

60 FOOT "Y"

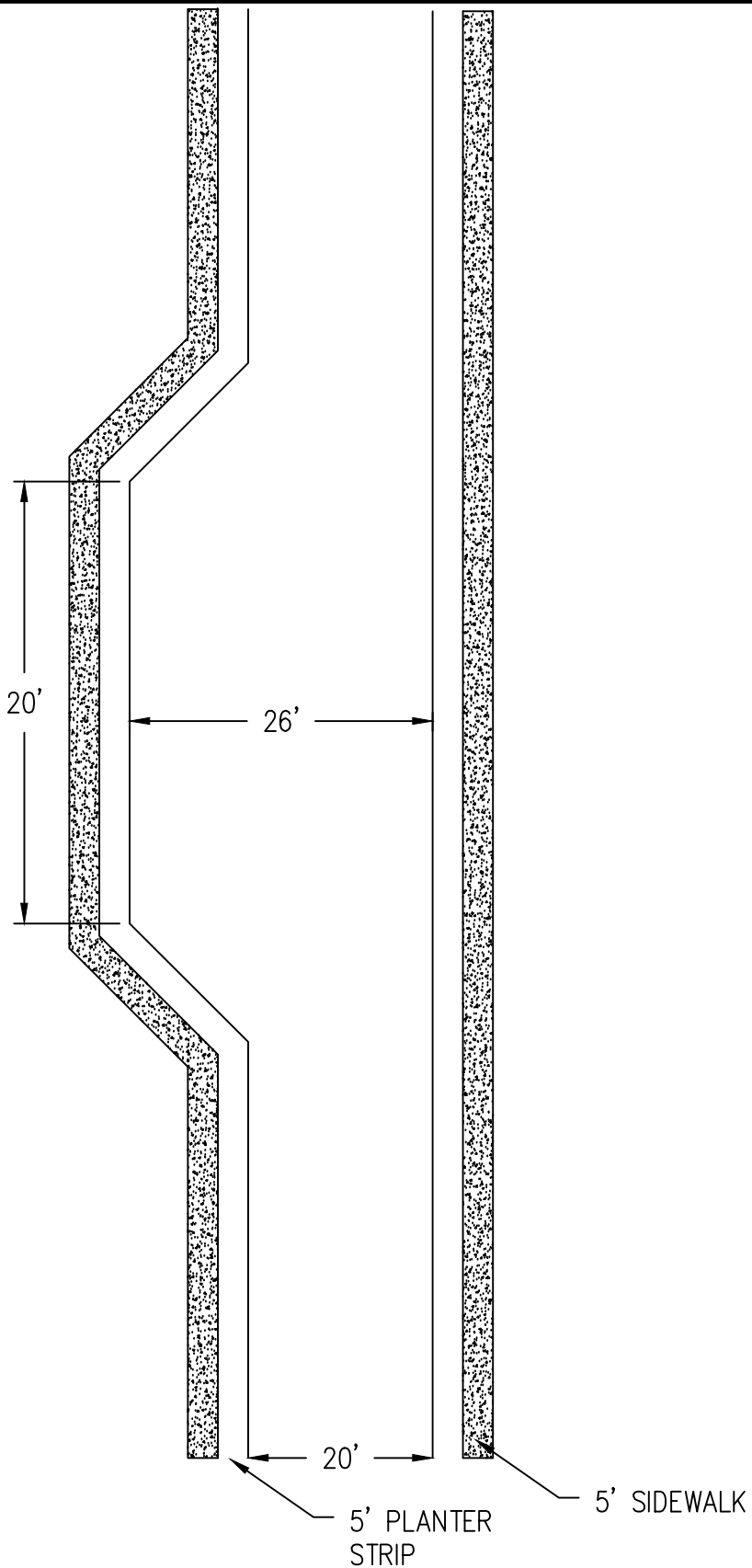
File:STADETT24

Revised:Jul 15, 2025

Printed:Jul 15, 2025

DRAWING NO.

T-22



City of Stanwood



TRANSPORTATION STANDARD DETAIL

MINIMUM CLEARANCE
AROUND A FIRE HYDRANT

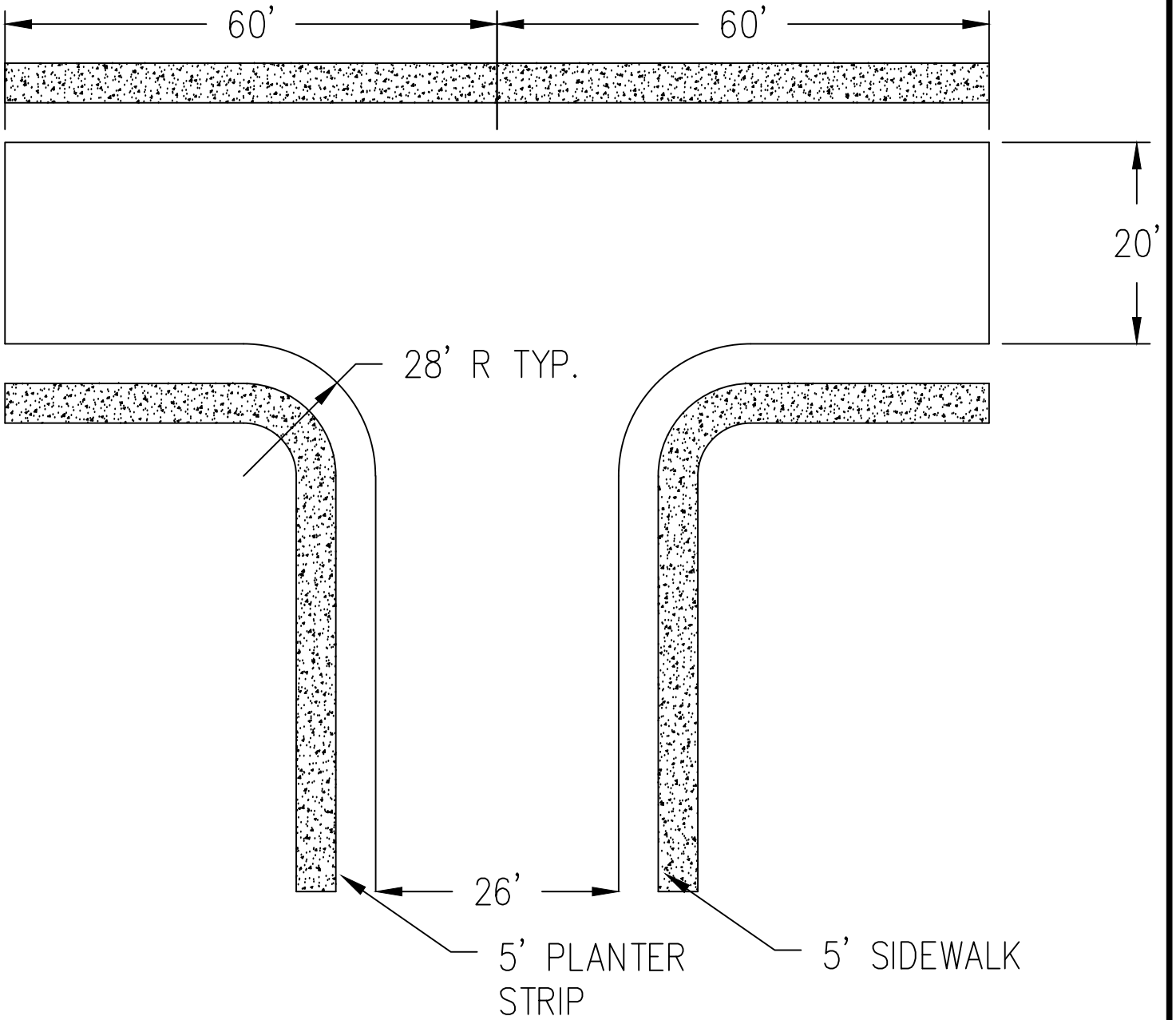
File:STADETT25

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

T-23



City of Stanwood



TRANSPORTATION STANDARD DETAIL

120 FOOT HAMMERHEAD

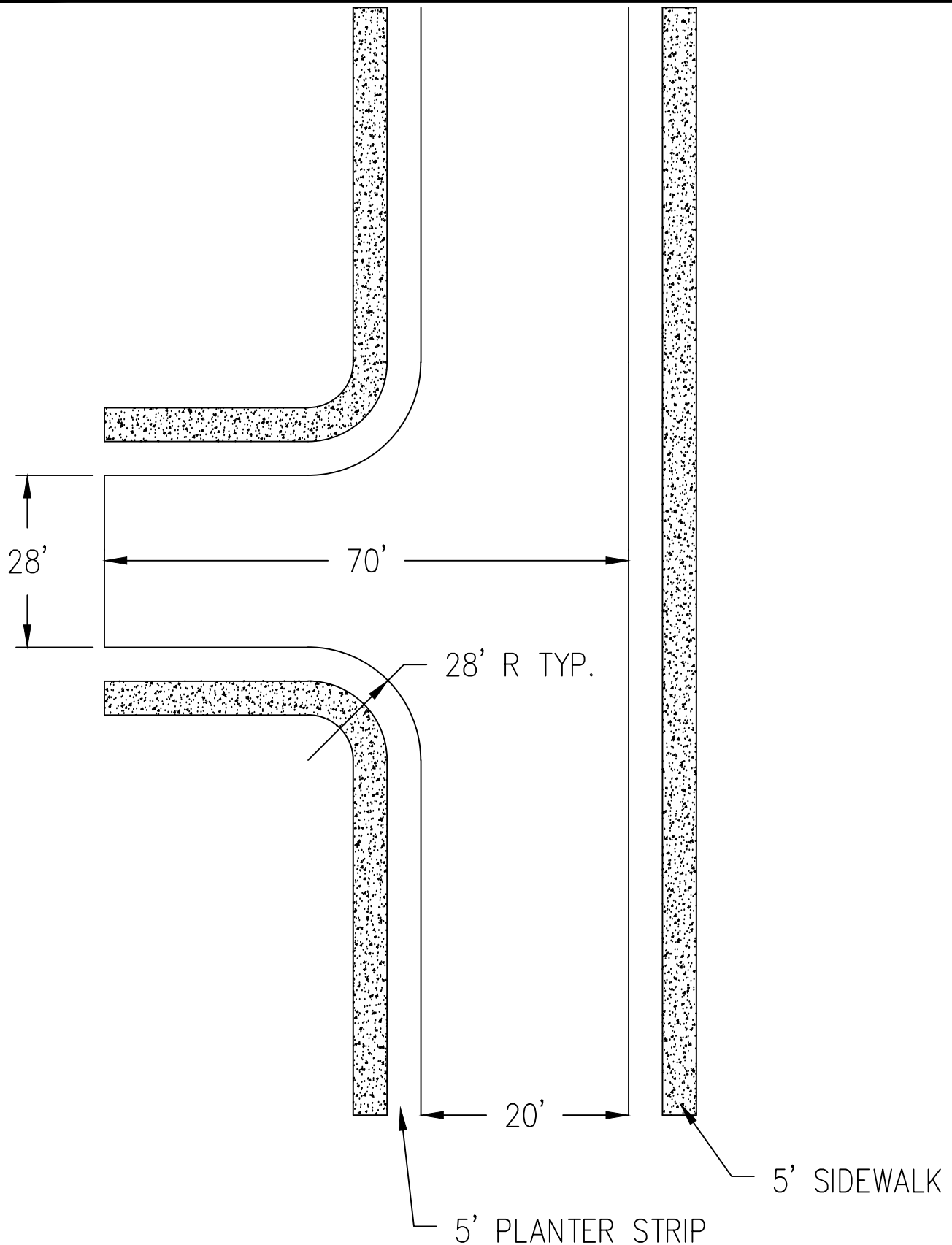
File:STADETT26

Revised:Jul 15, 2025

Printed:Jul 15, 2025

DRAWING NO.

T-24



City of Stanwood



TRANSPORTATION STANDARD DETAIL

ACCEPTABLE ALTERNATIVE TO 120' HAMMERHEAD

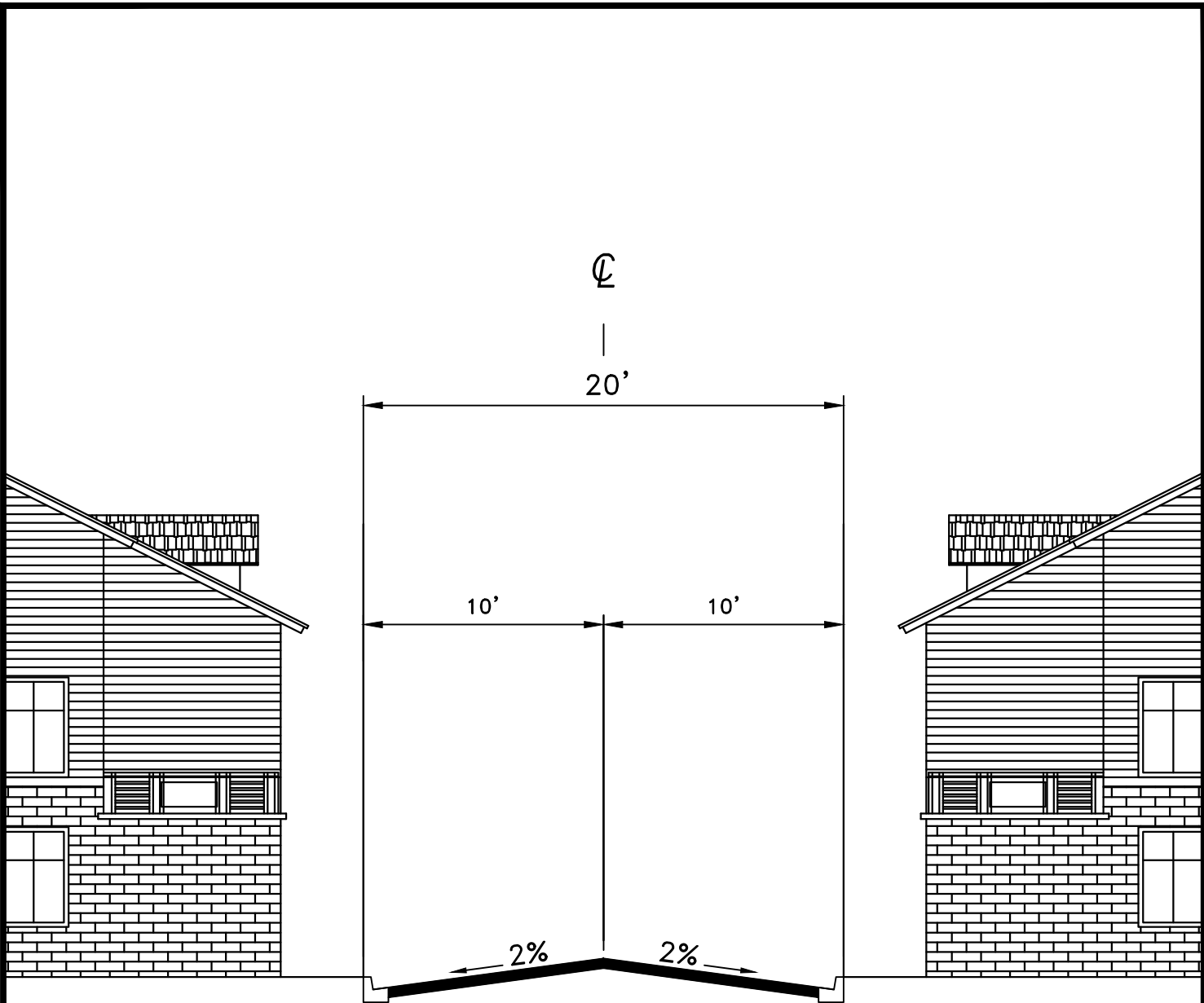
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Revised:Jul 15, 2025

Printed:Jul 15, 2025

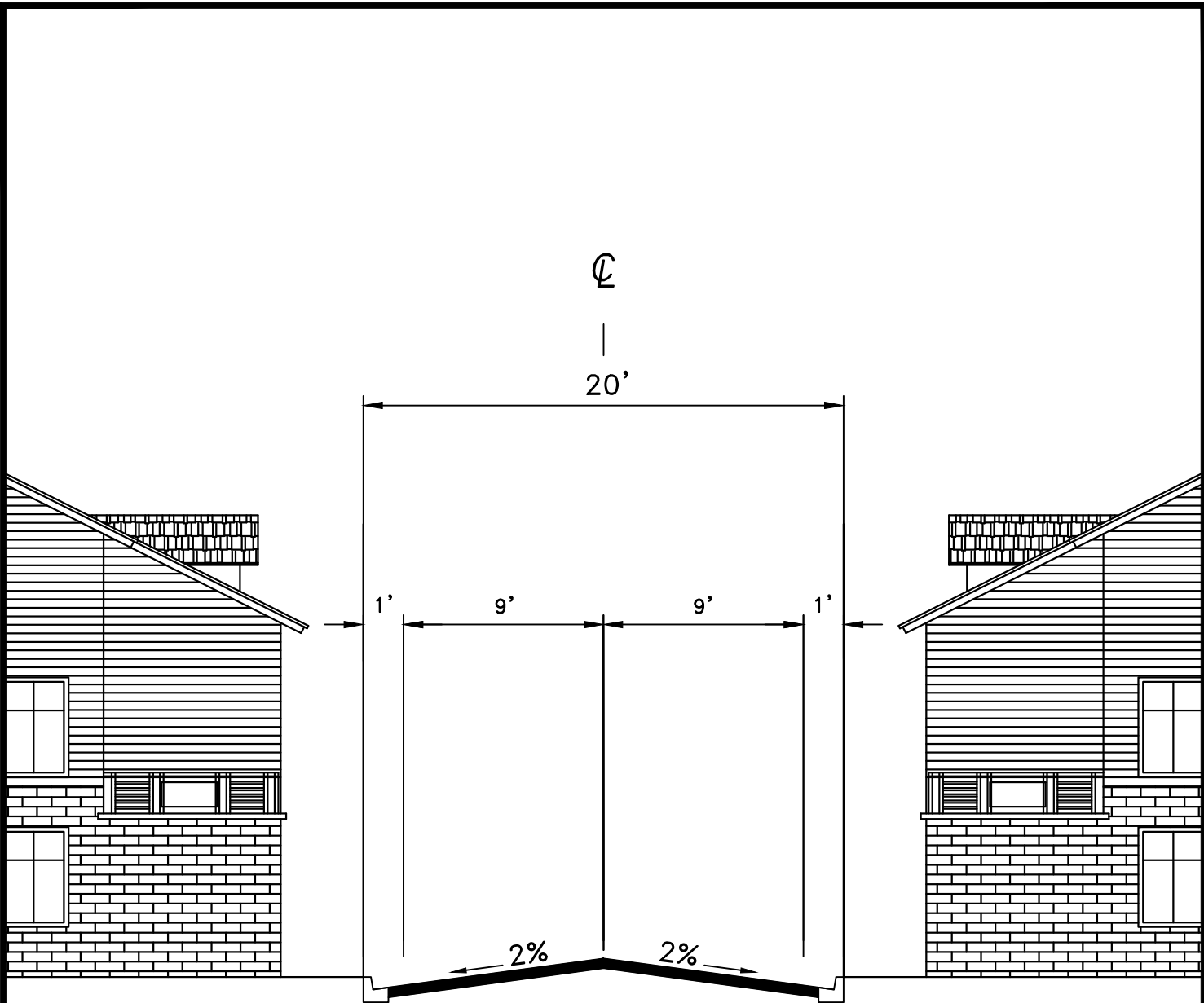
DRAWING NO.

T-25



NTS

City of Stanwood				TRANSPORTATION STANDARD DETAIL	
				ALLEY - RESIDENTIAL ACTING AS SHARED DRIVEWAY	
File:STADETT28	Revised:Jul 24, 2025	Printed:Jul 24, 2025		DRAWING NO.	T-26



NOTES

1. 9 FOOT TRAVEL LANES WITH 1 FOOT SHOULDER.
2. NO PARKING PERMITTED ON STREET
3. MAXIMUM LENGTH OF 150 FEET
4. UNITS MUST PROVIDE FIRE SPRINKLERS

NTS

City of Stanwood



TRANSPORTATION STANDARD DETAIL

TIER 1 - RESIDENTIAL SHARED DRIVEWAY
SERVING 2-3 UNITS OPTION A

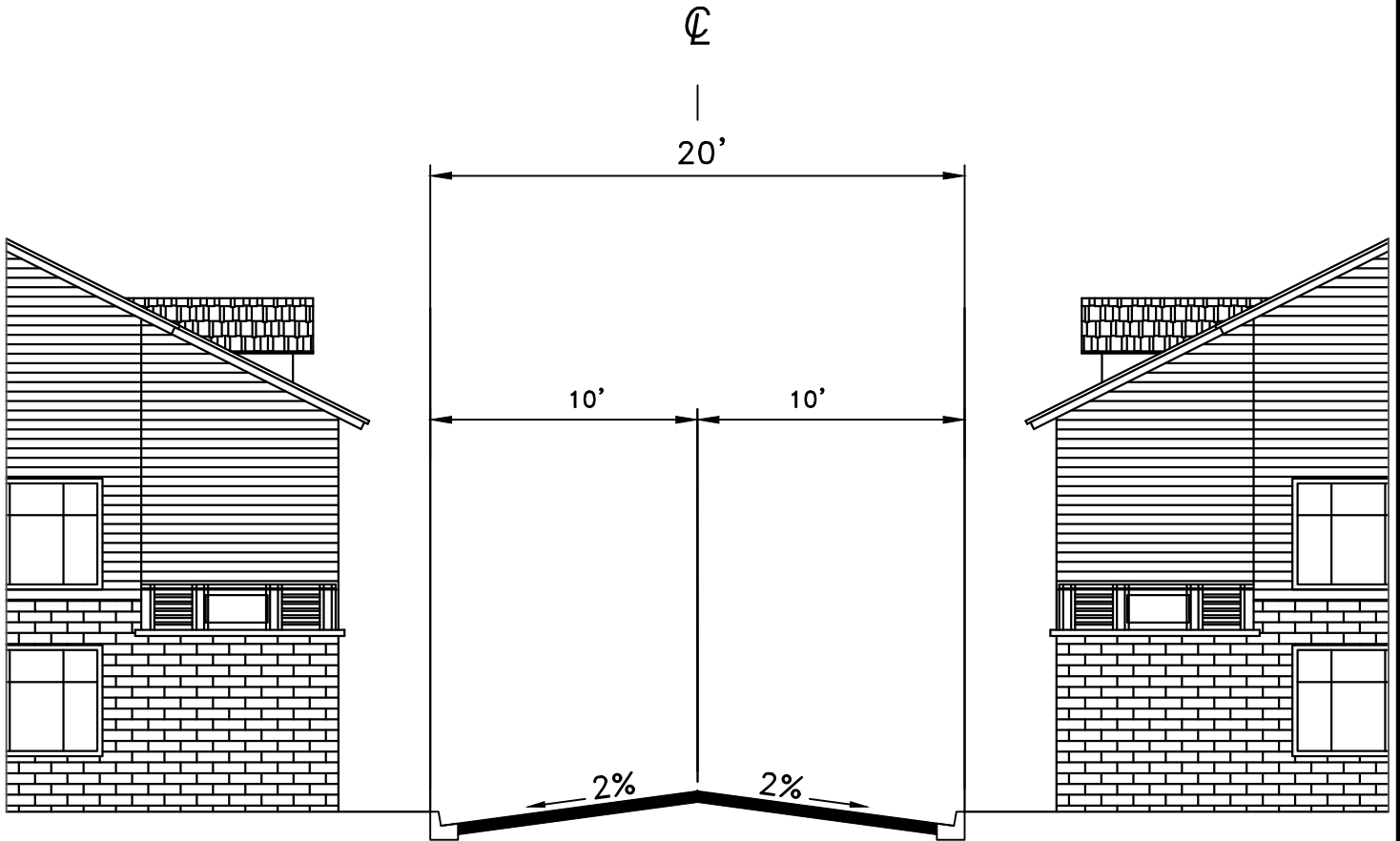
File:STADETT29

Revised:Aug 7, 2025

Printed:Aug 7, 2025

DRAWING NO.

T-27



NOTES

1. 10 FOOT TRAVEL LANES
2. NO PARKING PERMITTED ON STREET
3. 26 FOOT WIDTH AT FIRE HYDRANTS FOR 20 FEET
4. UNITS SPRINKLER AFTER 150'
5. FIRE TURN-AROUND AT 300 FEET

NTS

City of Stanwood



TRANSPORTATION STANDARD DETAIL

TIER 1 - RESIDENTIAL SHARED DRIVEWAY
SERVING 2-3 UNITS OPTION B

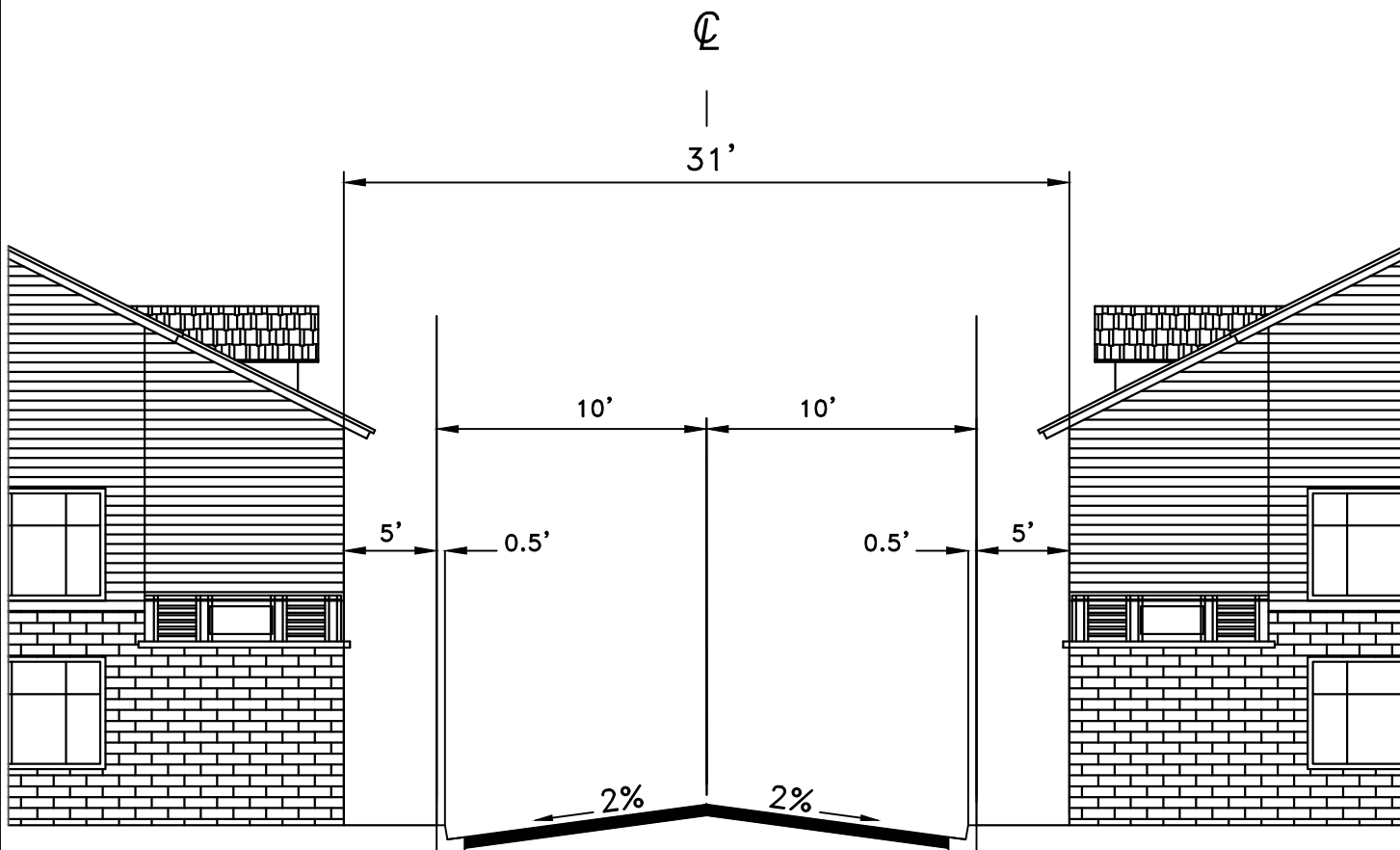
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Revised:Jul 24, 2025

Printed:Jul 24, 2025

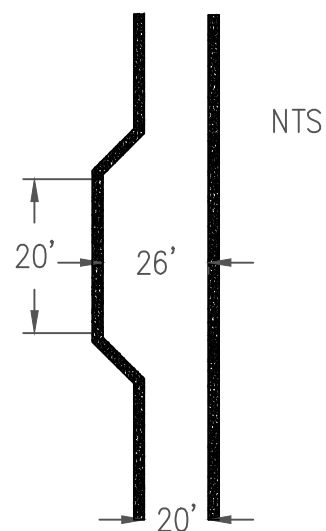
DRAWING NO.

T-28



NOTES

1. 10 FOOT TRAVEL LANES WITH 5 FOOT SIDEWALK
2. NO PARKING PERMITTED ON STREET
3. 26 FOOT WIDTH BUMPOUT AT FIRE HYDRANTS FOR 20 FEET
4. FIRE TURN-AROUND AT 150 FEET
5. UNITS ON BOTH SIDES OF ROAD
6. HOUSES ARE SHOWN FOR ILLUSTRATIVE PURPOSES ONLY. EVES MAY NOT ENCROACH INTO THE ROW. BUILDING MUST MEET ALL SETBACKS.



City of Stanwood



TRANSPORTATION STANDARD DETAIL

TIER 2 - RESIDENTIAL PRIVATE ROAD
SERVING UP TO 9 UNITS OPTION A

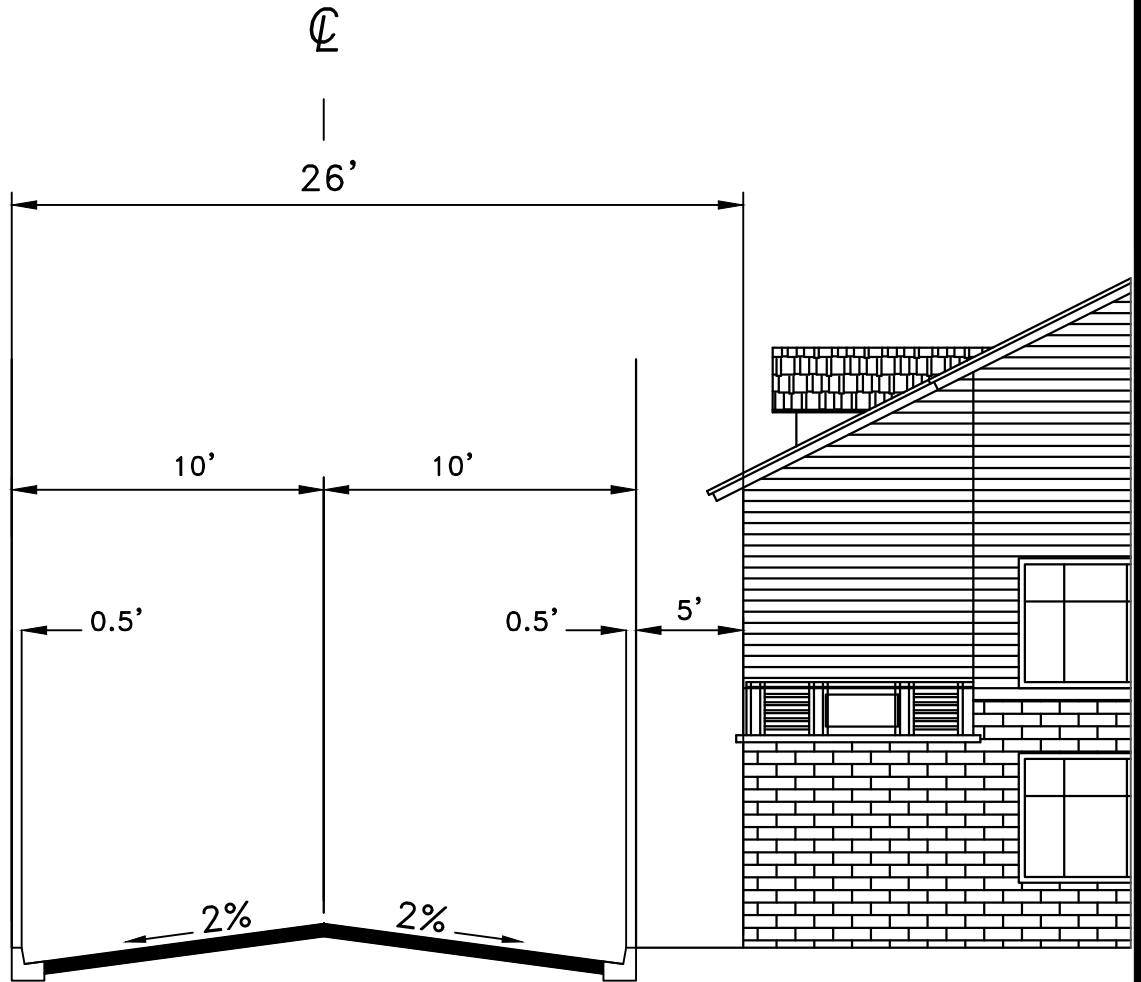
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Revised:Jul 23, 2025

Printed:Jul 23, 2025

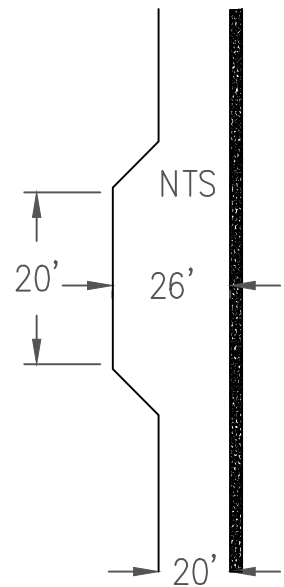
DRAWING NO.

T-29



NOTES HALF STREET IMPROVEMENTS:

1. 10 FOOT TRAVEL LANES WITH 5 FOOT SIDEWALK ON HOME SIDE
2. NO PARKING PERMITTED ON STREET
3. 26 FOOT WIDTH BUMP OUT AT FIRE HYDRANTS FOR 20 FEET
4. FIRE TURN-AROUND AT 150 FEET
5. UNITS ON ONE SIDES OF ROAD
6. HOUSES ARE SHOWN FOR ILLUSTRATIVE PURPOSES ONLY. EVES MAY NOT ENCROACH INTO THE ROW. BUILDING MUST MEET ALL SETBACKS



City of Stanwood



TRANSPORTATION STANDARD DETAIL

**TIER 2 - RESIDENTIAL PRIVATE ROAD
SERVING UP TO 9 UNITS OPTION B**

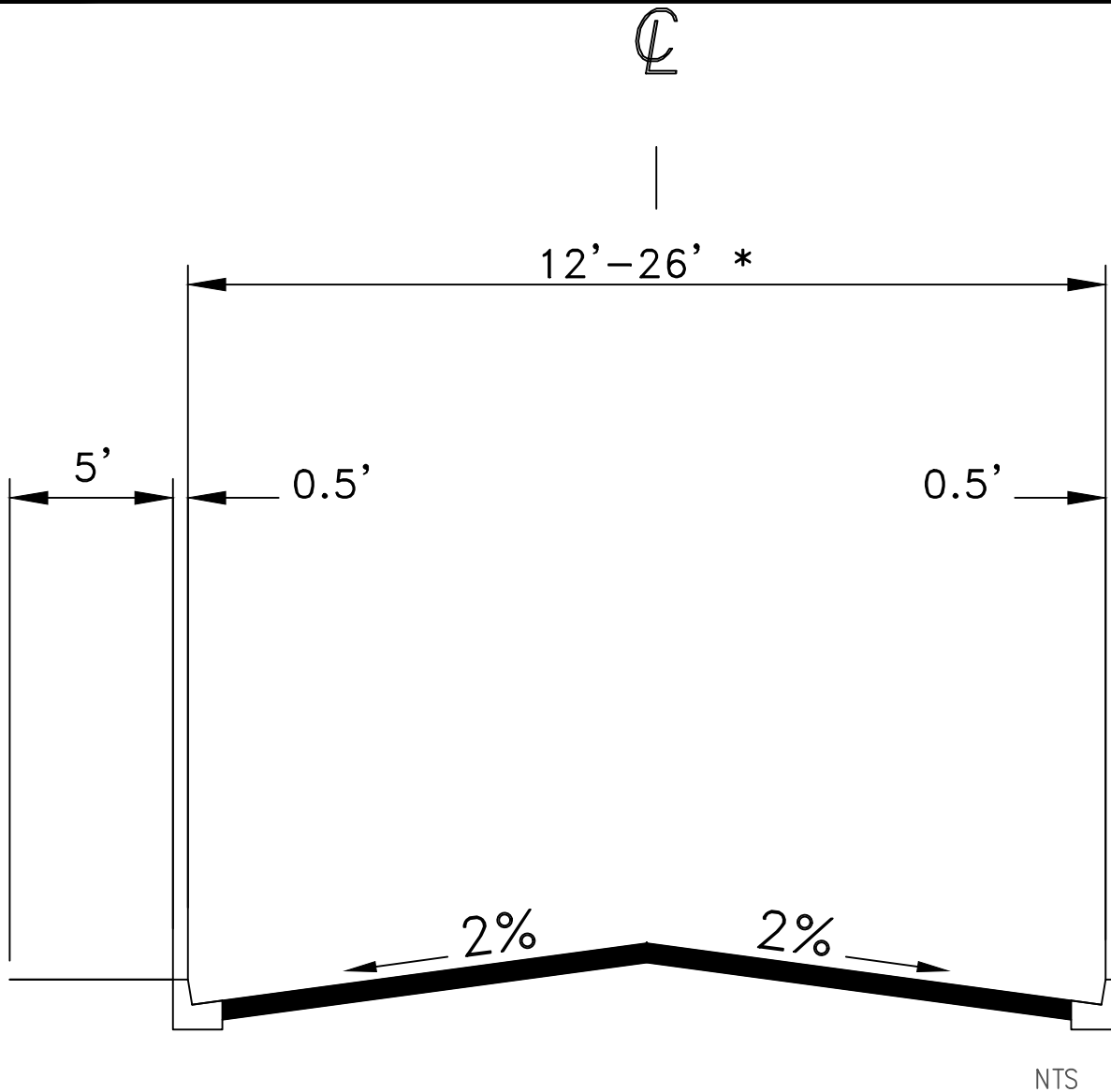
File:STADETT32

Revised:Jul 23, 2025

Printed:Jul 23, 2025

DRAWING NO.

T-30



NOTES

1. ONE WAY DRIVE ISLE SHALL BE 12' WIDTH
2. TWO WAY DRIVE ISLE SHALL BE MINIMUM 24'
3. IF HYDRANT IS INCLUDED IN PRIVATE DRIVE ISLE
WIDTH SHALL BE MINIMUM 26'

City of Stanwood



TRANSPORTATION STANDARD DETAIL

PRIVATE DRIVE ISLE

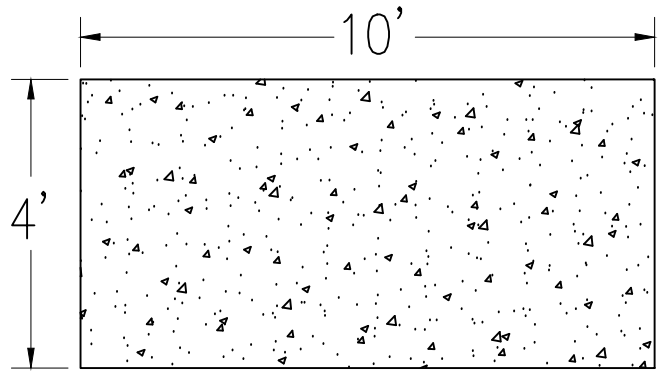
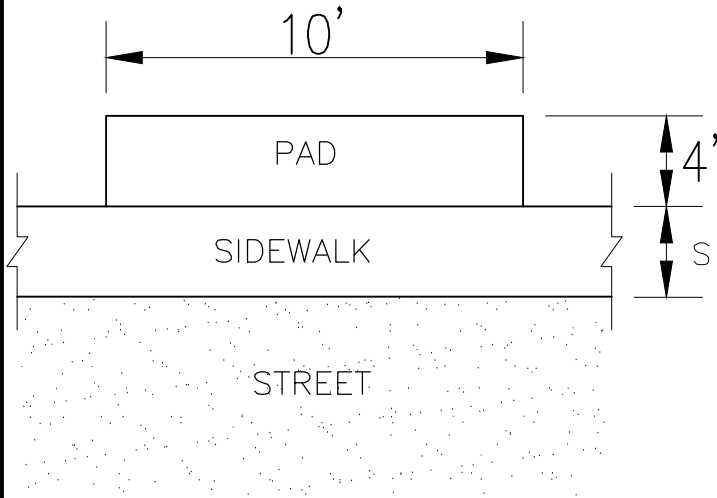
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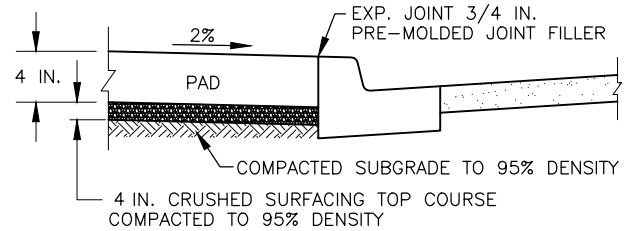
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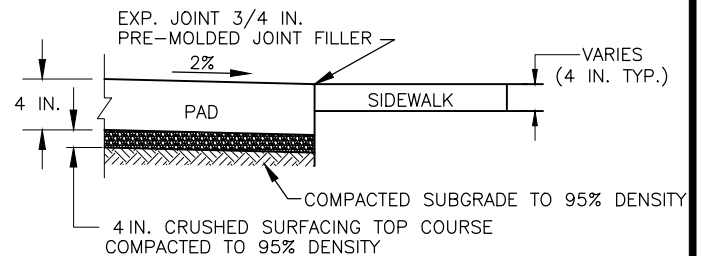
T-31



CONCRETE PAD
PLAN VIEW



CONCRETE PAD/CURB
CROSS SECTION



CONCRETE PAD/SIDEWALK
CROSS SECTION

NOTES

1. ALL EARTH WORK SHALL BE PERFORMED IN ACCORDANCE WITH CITY OF STANWOOD AND WSDOT STANDARDS. CLEARING AND GRUBBING LIMITS SHALL BE EQUAL TO THE SHELTER WIDTH AND LENGTH + 5'.
2. IT WILL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COMPLY WITH ALL LOCAL AND STATE EROSION CONTROL REQUIREMENTS. SILT FENCES SHALL BE INSTALLED AROUND THE PERIMETER OF THE CLEARING AND GRUBBING LIMITS WHEN EXISTING GRADE ARE OVER 10%.
3. ALL EXPOSED SOIL SHALL BE SEEDED AND STABILIZED.
4. THE CONTRACTOR SHALL CONSTRUCT THE SPECIFIED SHELTER PAD AS STAKED BY COMMUNITY TRANSIT REPRESENTATIVE. THE COMMUNITY TRANSIT REPRESENTATIVE WILL ONLY STAKE THE SHELTER CENTERLINE.
5. THE CONCRETE SHELTER PAD SHALL BE CONSTRUCTED WITH 3,000 PSI CONCRETE. THE PAD SHALL MEET ALL ADA STANDARDS.
6. ALL EDGES AND JOINTS ARE TO BE EDGED WITH A $\frac{1}{4}$ INCH RADIUS

City of Stanwood



TRANSPORTATION STANDARD DETAIL

CONCRETE BUS SHELTER PAD

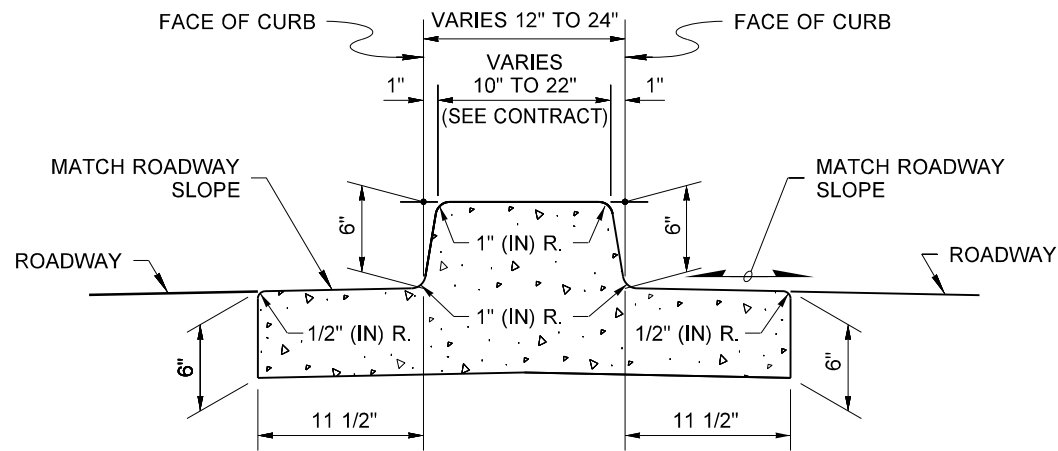
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Revised:Jul 23, 2025

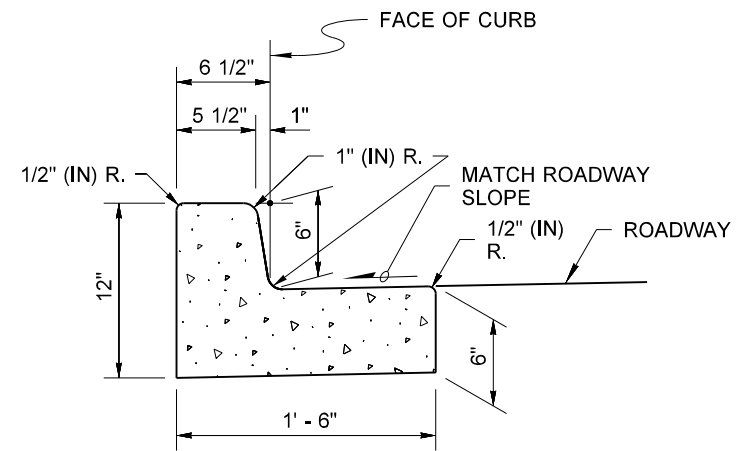
Printed:Jul 23, 2025

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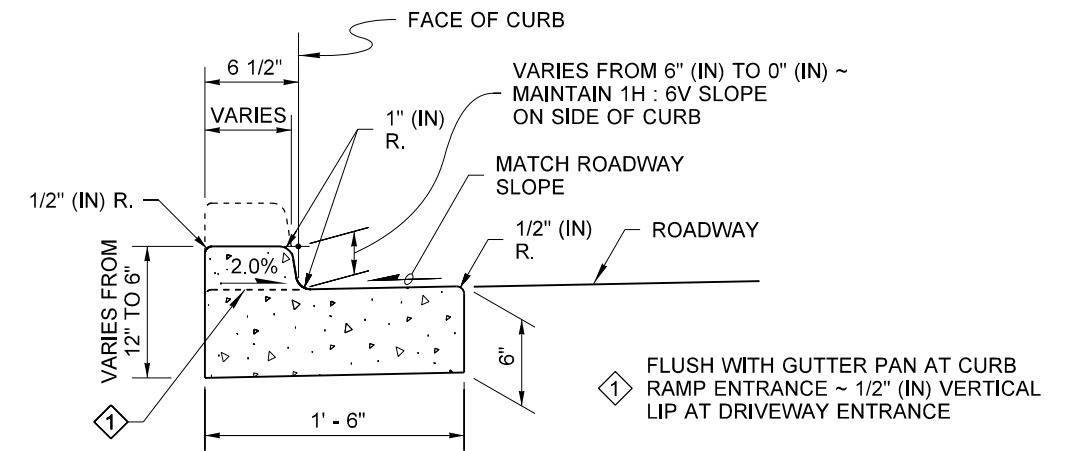
T-32



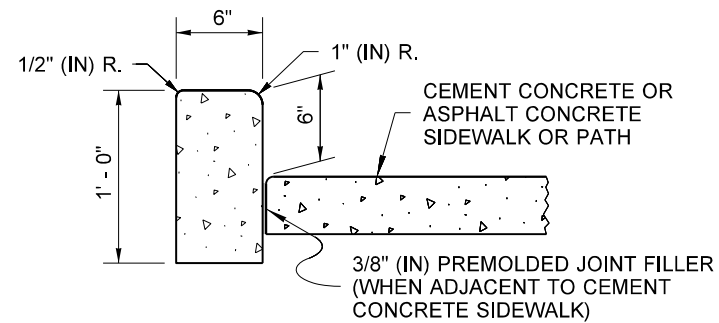
DUAL-FACED CEMENT CONCRETE TRAFFIC CURB AND GUTTER



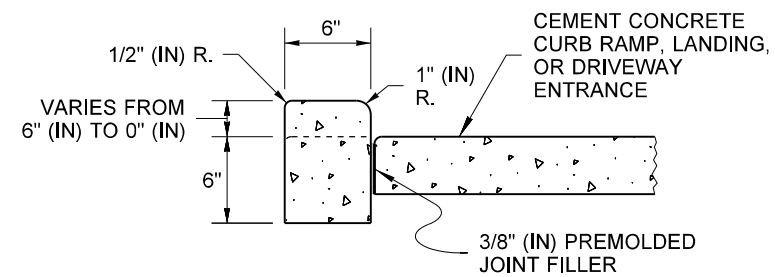
CEMENT CONCRETE TRAFFIC CURB AND GUTTER



**DEPRESSED CURB AND GUTTER SECTION
AT CURB RAMPS AND
DRIVEWAY ENTRANCES**



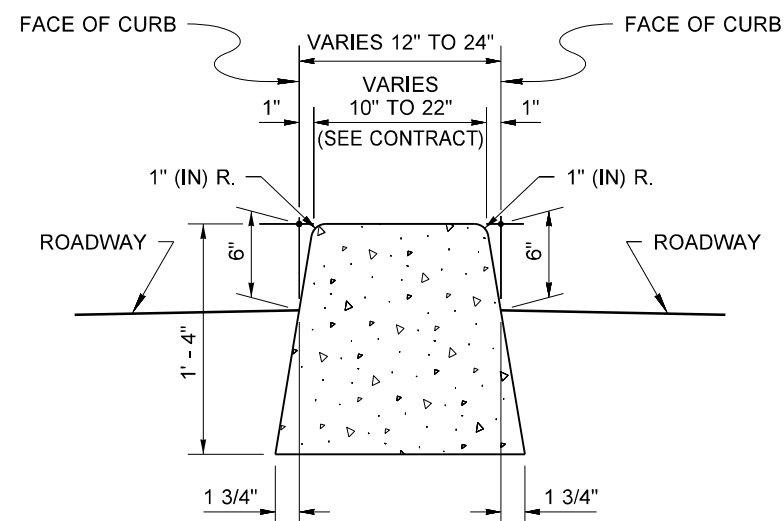
CEMENT CONCRETE PEDESTRIAN CURB



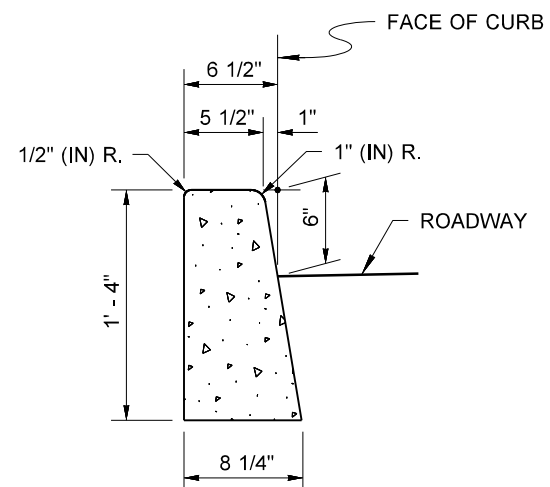
CEMENT CONCRETE PEDESTRIAN CURB AT CURB RAMPS, LANDINGS, AND DRIVEWAY ENTRANCES

NOTE

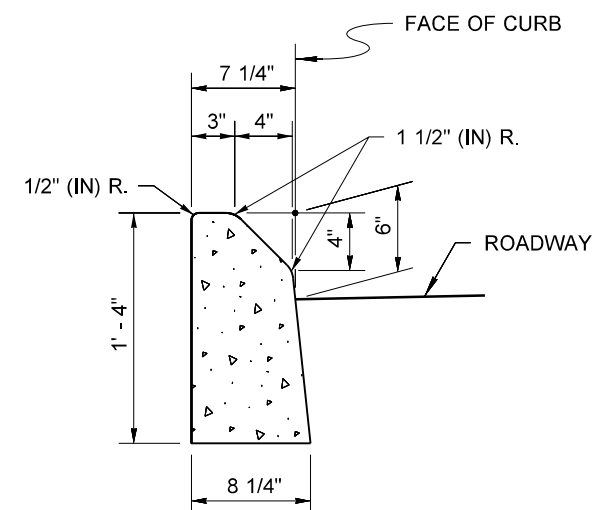
1. See **Standard Plan F-30.10** for Curb Expansion and Contraction Joint spacing. See **Standard Specification, Sections 8-04 and 9-04** for additional requirements.



DUAL-FACED CEMENT CONCRETE TRAFFIC CURB



CEMENT CONCRETE TRAFFIC CURB



**MOUNTABLE CEMENT
CONCRETE TRAFFIC CURB**



Michael S
Fleming
CEMENT CONCRETE CURBS

Digitally signed by Michael S
Fleming
Date: 2020.09.24 07:39:38 -07'00'

STANDARD PLAN F-10.12-04

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Date: 2020.09.24

07:57:43 -07'00'

STATE DESIGN ENGINEER



Washington State Department of Transportation



NOTE

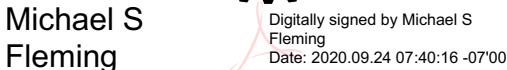
1. Gratings, Access Covers, Junction Boxes, Cable Vaults, Pull Boxes and other appurtenances within the sidewalk must have slip resistant surfaces, be flush with surface, and match grade of the sidewalk.



EXTEND SIDEWALK TRANSVERSE EXPANSION JOINTS TO INCLUDE CURB (FULL DEPTH)



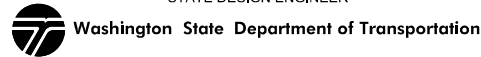
EXTEND SIDEWALK TRANSVERSE JOINTS TO INCLUDE RAISED EDGE



**CEMENT CONCRETE
SIDEWALK
STANDARD PLAN F-30.10-04**

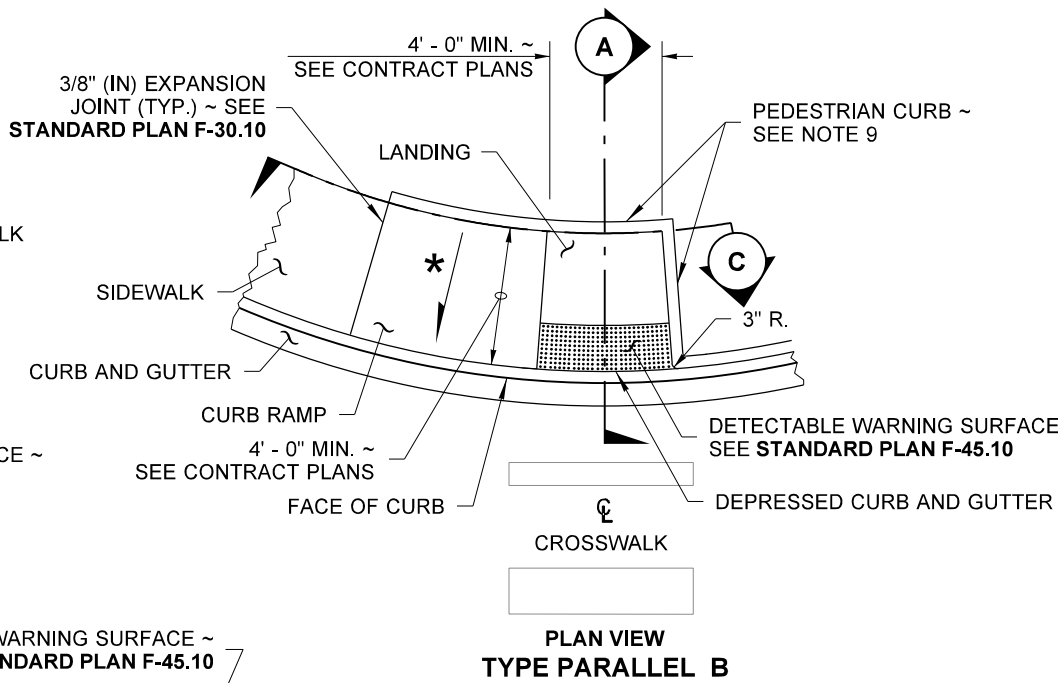
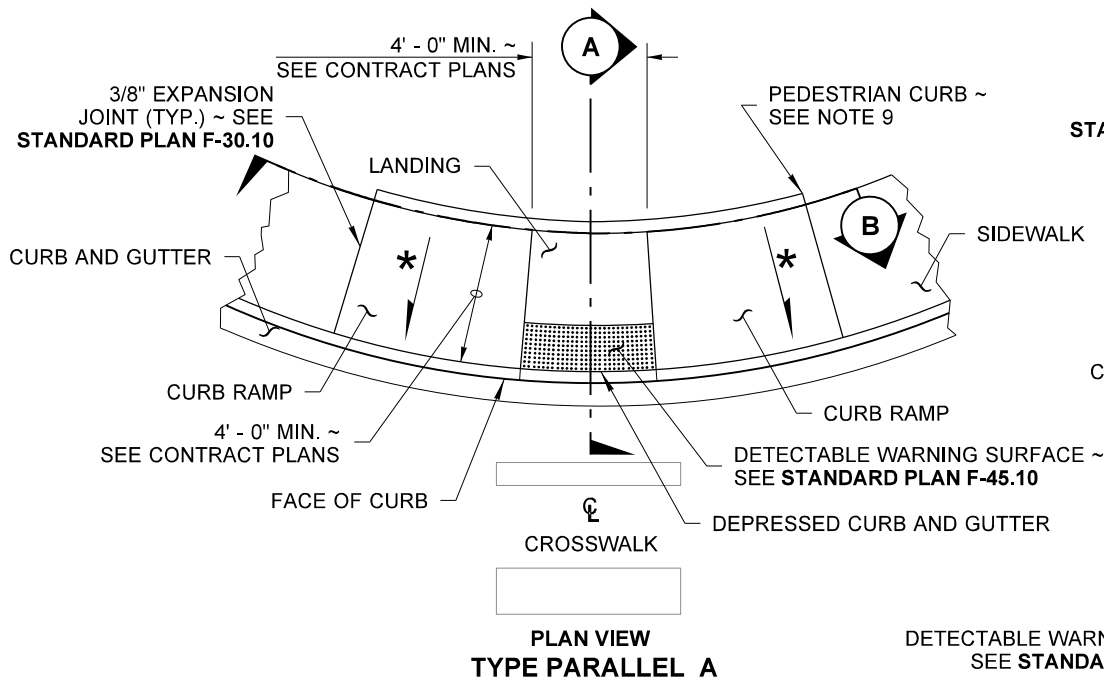
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
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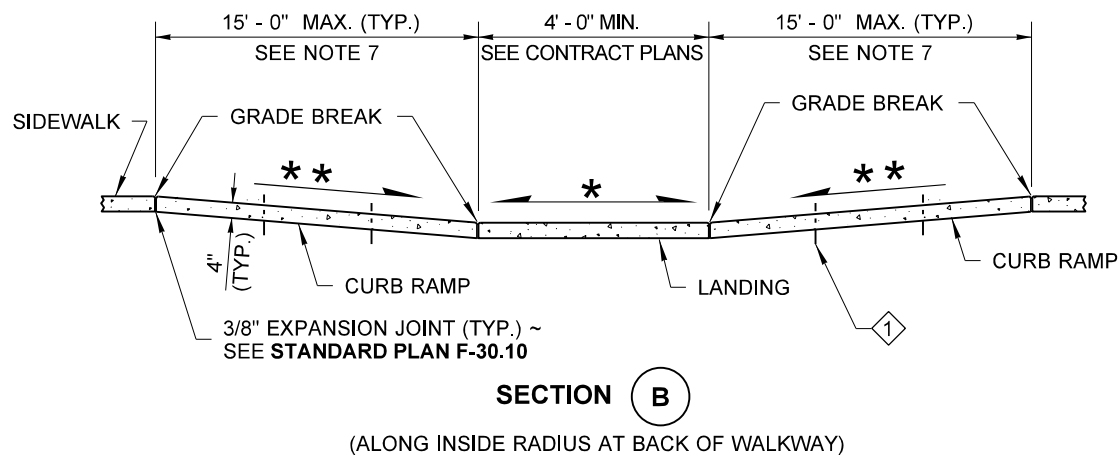
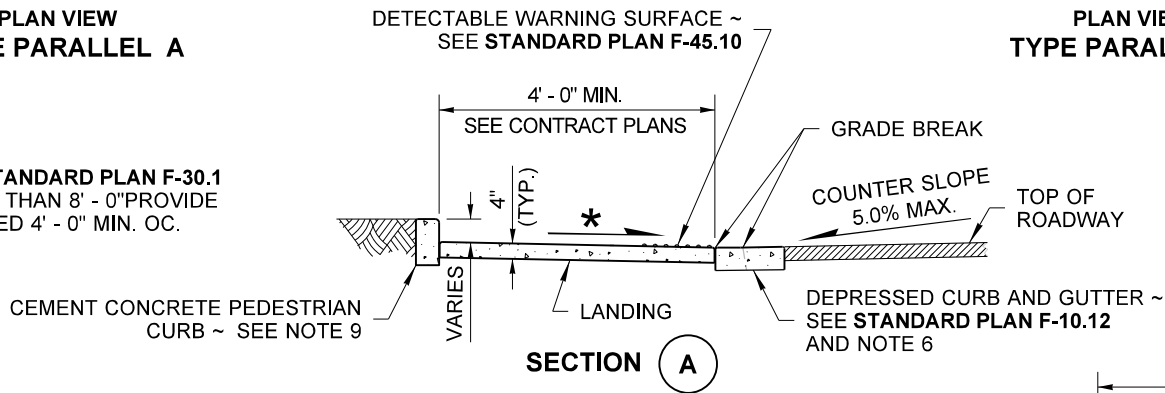


DRAWN BY: LISA CYFORD

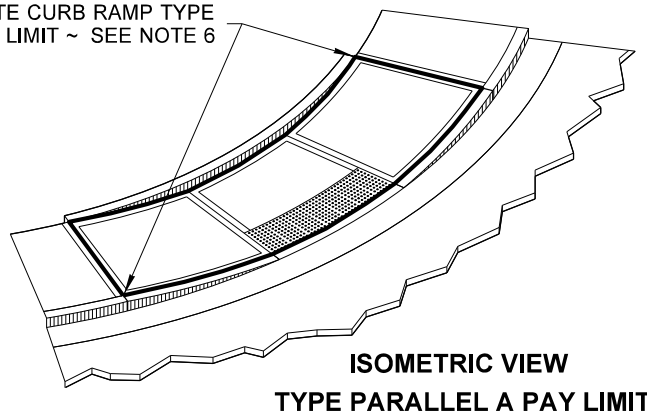
DRAWN BY: FERN LIDDELL



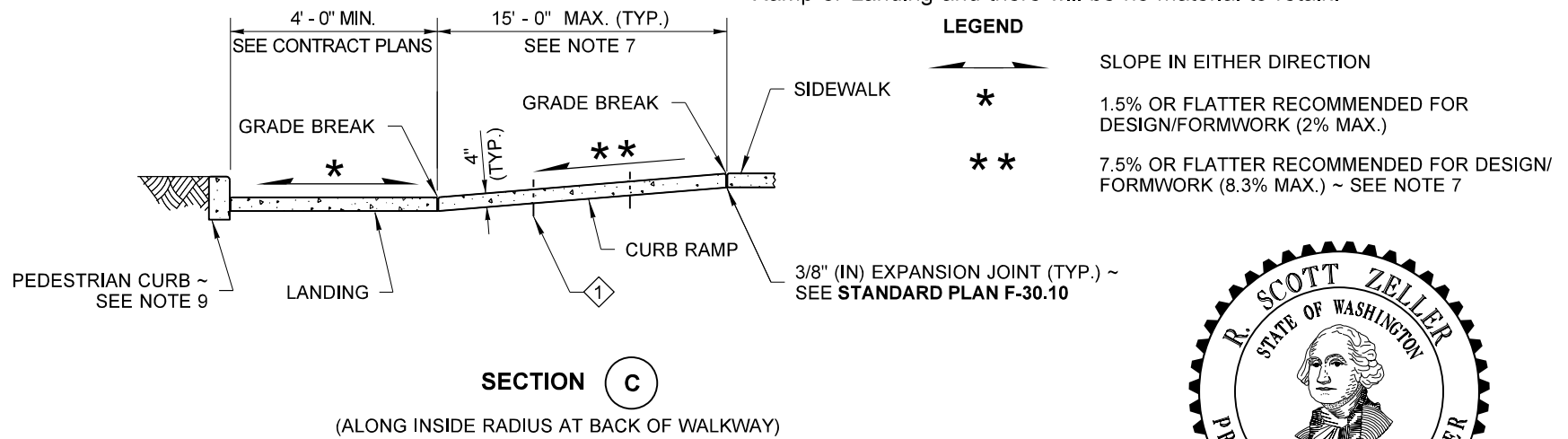
1 CONTRACTION JOINT (TYP.) ~ SEE **STANDARD PLAN F-30.1** FOR CURB RAMP LENGTHS GREATER THAN 8' - 0" PROVIDE CONTRACTION JOINT EQUALLY SPACED 4' - 0" MIN. OC.



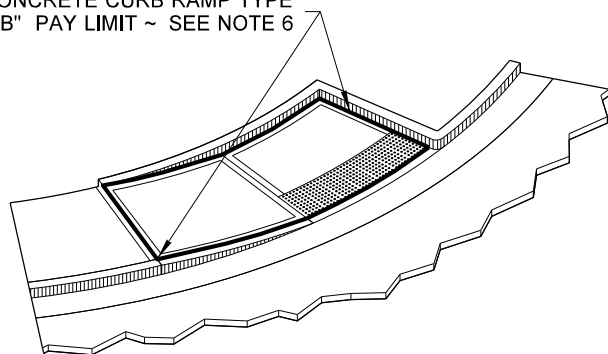
"CEMENT CONCRETE CURB RAMP TYPE PARALLEL A" PAY LIMIT ~ SEE NOTE 6



ISOMETRIC VIEW
TYPE PARALLEL A PAY LIMIT



"CEMENT CONCRETE CURB RAMP TYPE PARALLEL B" PAY LIMIT ~ SEE NOTE 6



ISOMETRIC VIEW
TYPE PARALLEL B PAY LIMIT

NOTES

- At marked crosswalks, the connection between the landing and the roadway must be contained within the width of the crosswalk markings.
- Where "GRADE BREAK" is called out, the entire length of the grade break between the two adjacent surface planes shall be flush.
- Do not place Gratings, Junction Boxes, Access Covers, or other appurtenances on any part of the Curb Ramp or Landing, or in the Depressed Curb and Gutter where the Landing connects to the roadway.
- See Contract Plans for the curb design specified. See **Standard Plan F-10.12** for Curb, Curb and Gutter, Depressed Curb and Gutter, and Pedestrian Curb details.
- See **Standard Plan F-30.10** for Cement Concrete Sidewalk Details. See Contract Plans for width and placement of sidewalk.
- The Bid Item "Cement Concrete Curb Ramp Type ___" does not include the adjacent Curb, Curb and Gutter, Depressed Curb and Gutter, Pedestrian Curb, or Sidewalks.
- The Curb Ramp length is not required to exceed 15 feet (unless otherwise shown in the Contract Plans). When applying the 15-foot max. length, the running slope of the curb ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into the sidewalk over a horizontal distance of 15 feet. Do not include abutting landing(s) in the 15-foot max. measurement. When a ramp is constructed on a radius, the 15-foot max. length is measured on the inside radius along the back of the walkway.
- Curb Ramps and Landings shall receive a broom finish. See **Standard Specifications 8-14**.
- Pedestrian Curb may be omitted if the ground surface at the back of the Curb Ramp and/or Landing will be at the same elevation as the Curb Ramp or Landing and there will be no material to retain.

LEGEND	
	SLOPE IN EITHER DIRECTION
*	1.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (2% MAX.)
**	7.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (8.3% MAX.) ~ SEE NOTE 7



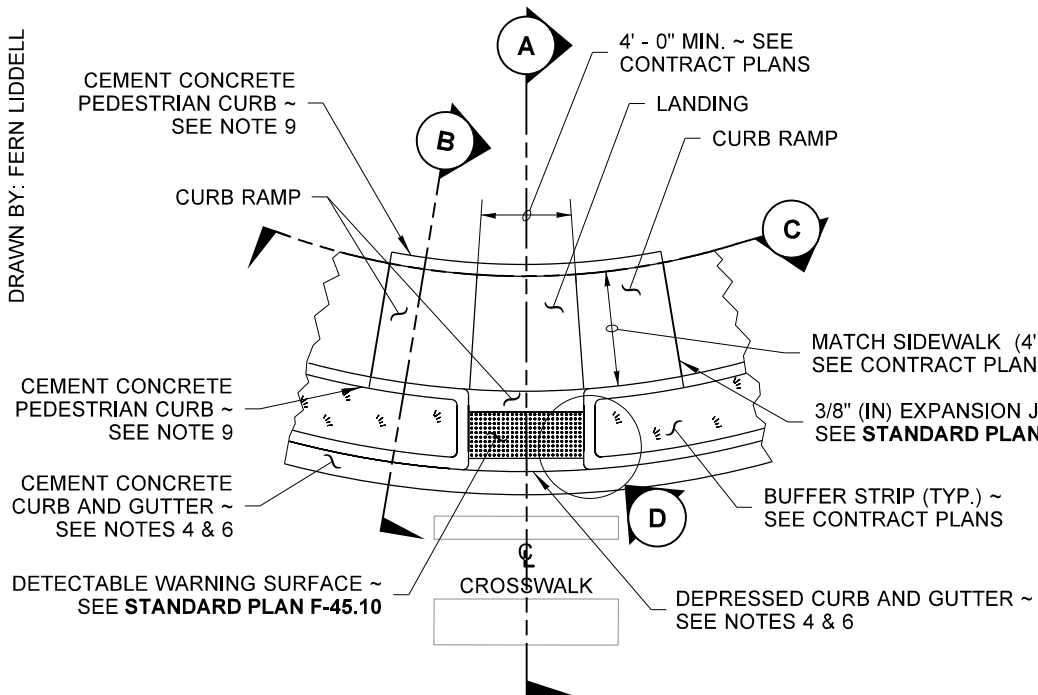
PARALLEL CURB RAMP STANDARD PLAN F-40.12-03

SHEET 1 OF 1 SHEET

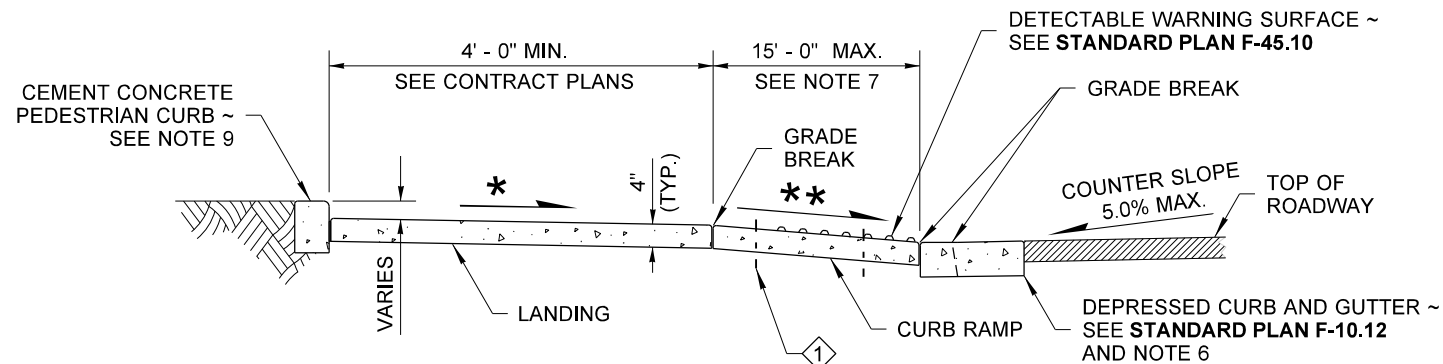
APPROVED FOR PUBLICATION

STATE DESIGN ENGINEER
Washington State Department of Transportation

DRAWN BY: FERN LIDDELL

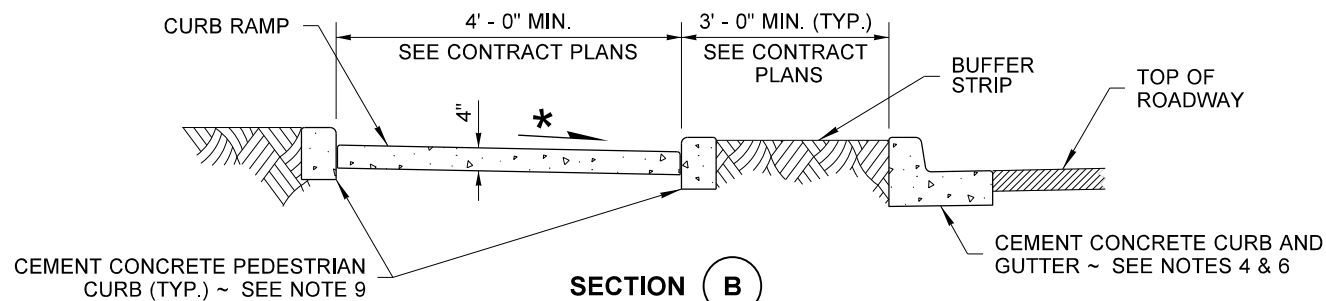


PLAN VIEW
TYPE COMBINATION
WITH BUFFER

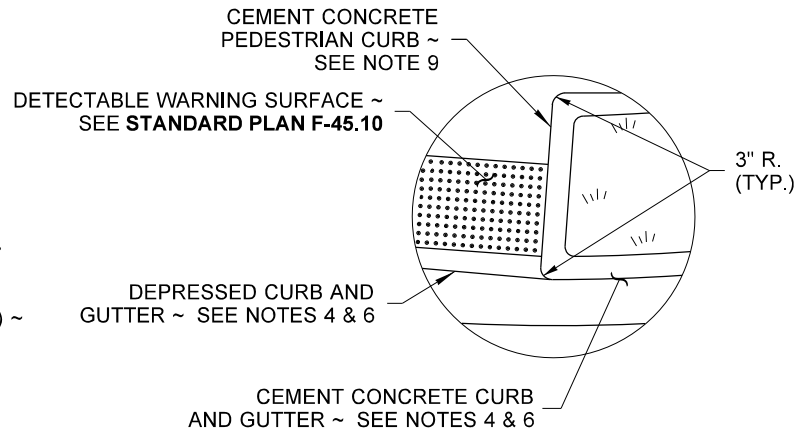


SECTION A

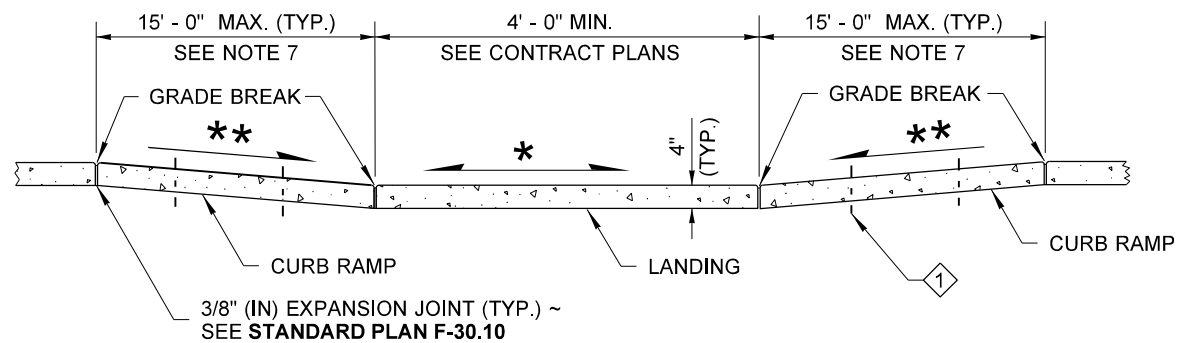
1 CONTRACTION JOINT (TYP.) ~ SEE STANDARD PLAN F-30.10
FOR CURB RAMP LENGTHS GREATER THAN 8' - 0" PROVIDE
CONTRACTION JOINT EQUALLY SPACED 4' - 0" MIN. OC.



SECTION B

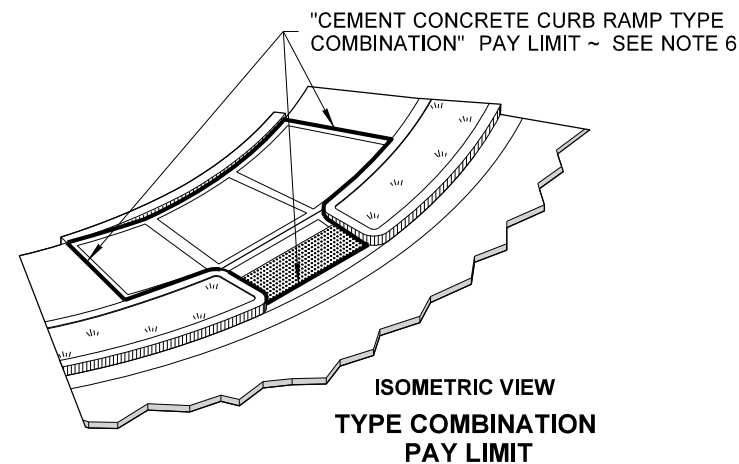


DETAIL D
CURB RADIUS DETAIL



SECTION C

(ALONG INSIDE RADIUS AT BACK OF WALKWAY)



ISOMETRIC VIEW
TYPE COMBINATION
PAY LIMIT

NOTES

- At marked crosswalks, the connection between the curb ramp and the roadway must be contained within the width of the crosswalk markings.
- Where "GRADE BREAK" is called out, the entire length of the grade break between the two adjacent surface planes shall be flush.
- Do not place Gratings, Junction Boxes, Access Covers, or other appurtenances on any part of the Curb Ramp or Landing, or in the Depressed Curb and Gutter where the landing connects to the roadway.
- See Contract Plans for the curb design specified. See **Standard Plan F-10.12** for Curb, Curb and Gutter, Depressed Curb, Gutter and Pedestrian Curb details.
- See **Standard Plan F-30.10** for Cement Concrete Sidewalk Details. See Contract Plans for width and placement of sidewalk.
- The Bid Item "Cement Concrete Curb Ramp Type ___" does not include the adjacent Curb, Curb and Gutter, Depressed Curb and Gutter, Pedestrian Curb, or Sidewalks.
- The Curb Ramp length is not required to exceed 15 feet (unless otherwise shown in the Contract Plans). When applying the 15-foot max. length, the running slope of the curb ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into the sidewalk over a horizontal distance of 15 feet. Do not included the abutting landing in the 15-foot max. measurement. When a ramp is constructed on a radius, the 15-foot max. length is measured on the inside radius along the back of the walkway.
- Curb Ramps and Landings shall receive a broom finish. See **Standard Specifications 8-14**.
- Pedestrian Curb may be omitted if the ground surface at the back of the Curb Ramp and/or Landing will be at the same elevation as the Curb Ramp or Landing and there will not be material to retain.

LEGEND

- SLOPE IN EITHER DIRECTION
- * 1.5 OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (2% MAX.)
- ** 7.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (8.3% MAX.)



COMBINATION CURB RAMP STANDARD PLAN F-40.14-03

SHEET 1 OF 1 SHEET

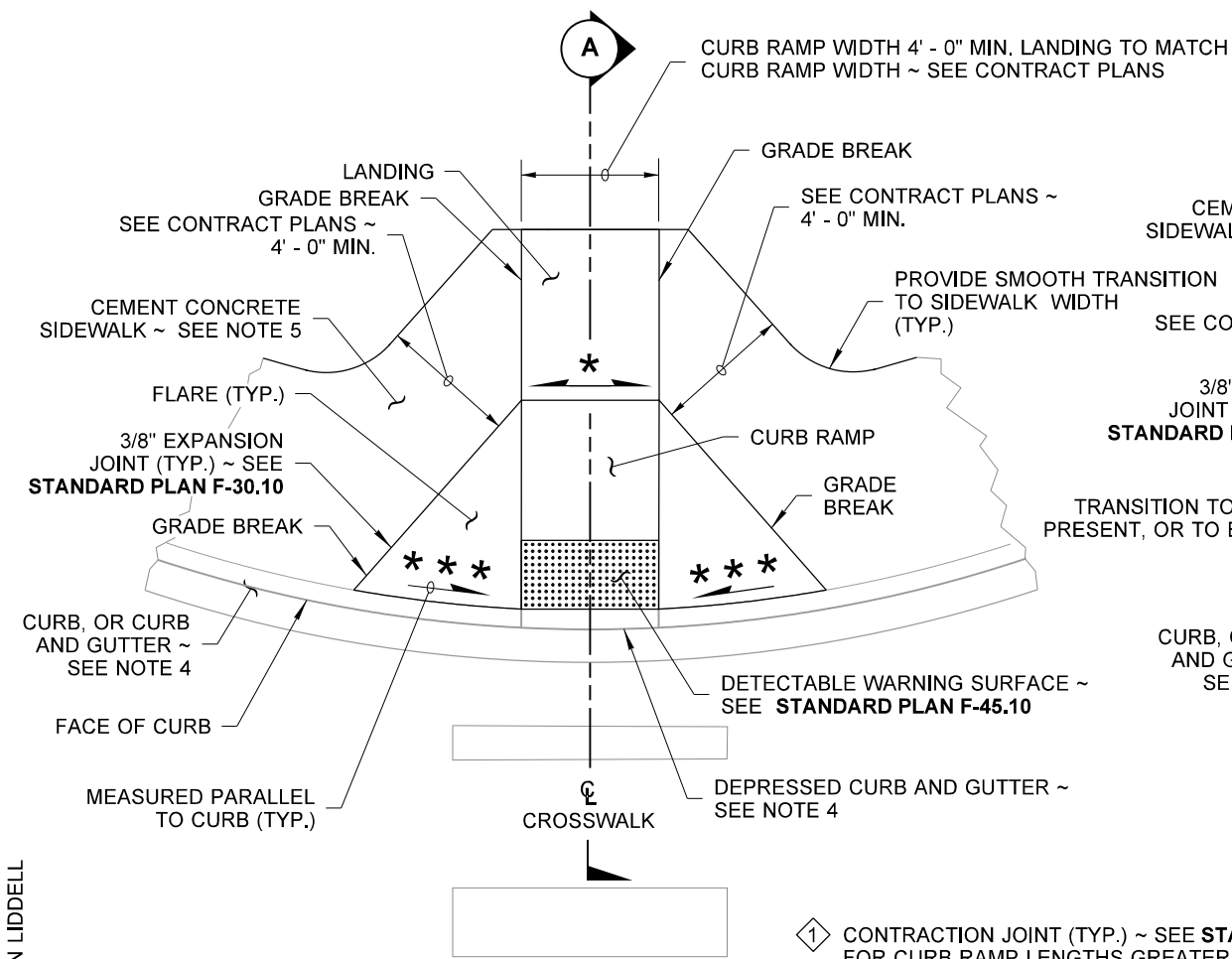
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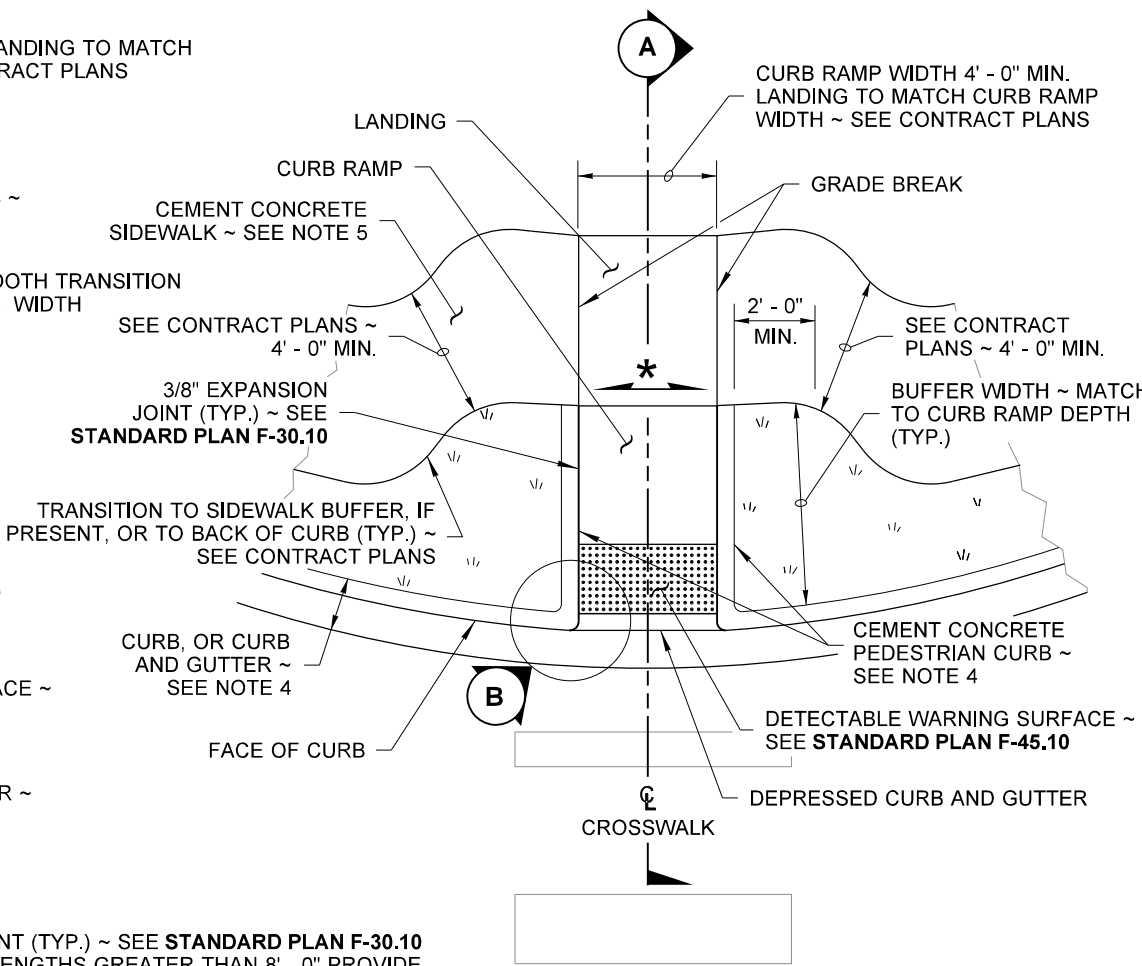
STATE DESIGN ENGINEER

Washington State Department of Transportation

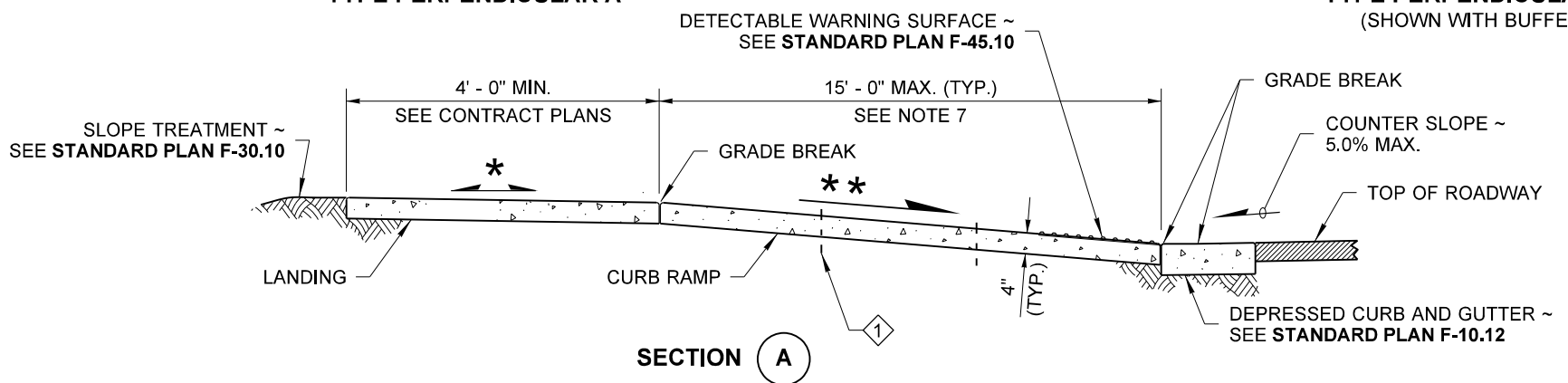
DRAWN BY: FERN LIDDELL



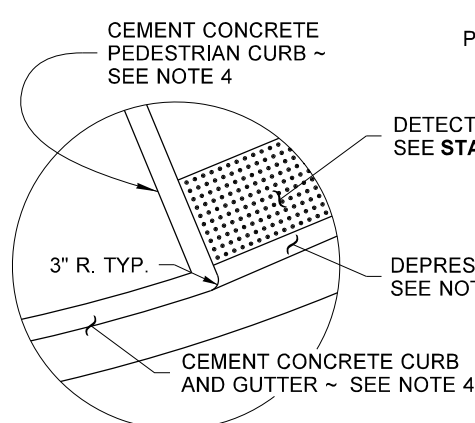
PLAN VIEW
TYPE PERPENDICULAR A



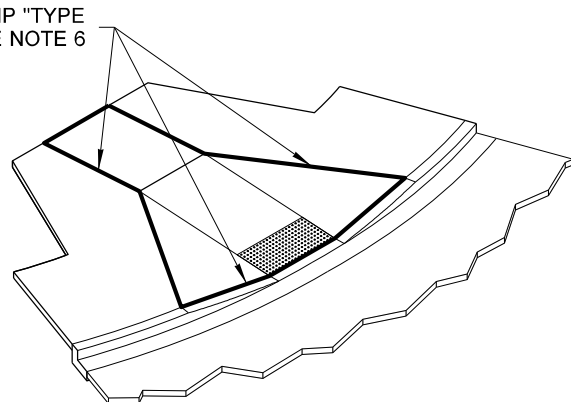
PLAN VIEW
TYPE PERPENDICULAR B
(SHOWN WITH BUFFER)



SECTION A

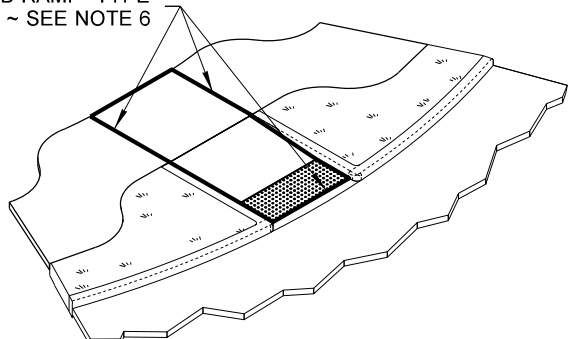


CURB RADIUS DETAIL B



ISOMETRIC VIEW
TYPE PERPENDICULAR A PAY LIMIT

CEMENT CONCRETE CURB RAMP "TYPE PERPENDICULAR "B" PAY LIMIT ~ SEE NOTE 6



ISOMETRIC VIEW
TYPE PERPENDICULAR B PAY LIMIT

NOTES

1. At marked crosswalks, the connection between the curb ramp and the roadway must be contained within the width of the crosswalk markings.
2. Where "GRADE BREAK" is called out, the entire length of the grade break between the two adjacent surface planes shall be flush.
3. Do not place Gratings, Junction Boxes, Access Covers, or other appurtenances on any part of the Curb Ramp or Landing, or in front of the Curb Ramp where it connects to the roadway.
4. See Contract Plans for the curb design specified. See **Standard Plan F-10.12** for Curb, Curb and Gutter, Depressed Curb and Gutter, and Pedestrian Curb details.
5. See **Standard Plan F-30.10** for Cement Concrete Sidewalk Details. See Contract Plans for width and placement of sidewalk.
6. The Bid Item "Cement Concrete Curb Ramp Type __" does not include the adjacent Curb, Curb and Gutter, Depressed Curb and Gutter, Pedestrian Curb, or Sidewalks.
7. The Curb Ramp length is not required to exceed 15 feet (unless shown otherwise in the Contract Plans). When applying the 15-foot max. length, the running slope of the Curb Ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into the landing over a horizontal distance of 15 feet. Do not include the abutting landing in the 15-foot max. measurement.
8. Curb Ramps and Landings shall receive a broom finish. See **Standard Specifications 8-14**.
9. Pedestrian Curb may be omitted if the ground surface at the back of the Curb Ramp and/or Landing will be at the same elevation as the Curb Ramp or Landing and there will not be material to retain.

LEGEND

- SLOPE IN EITHER DIRECTION
- * 1.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (2% MAX.)
- ** 7.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (8.3% MAX.)
- *** 9.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (10% MAX.)



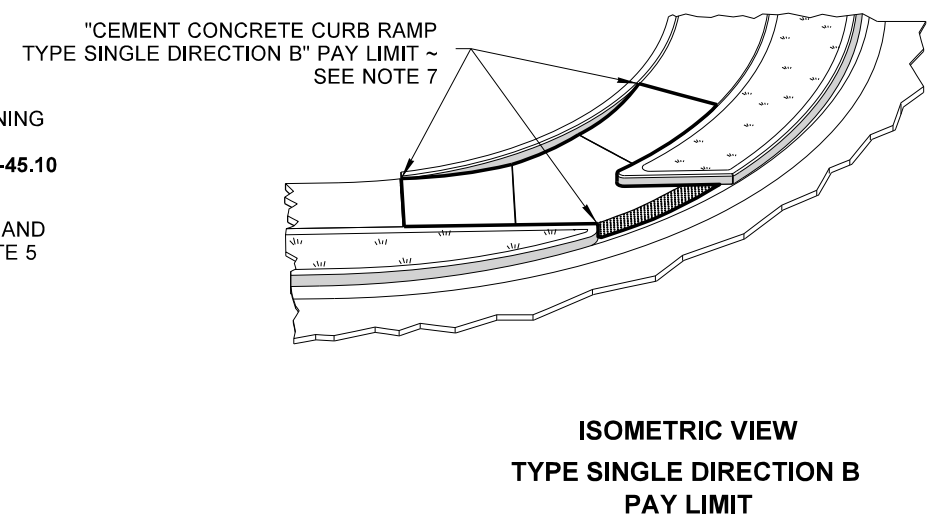
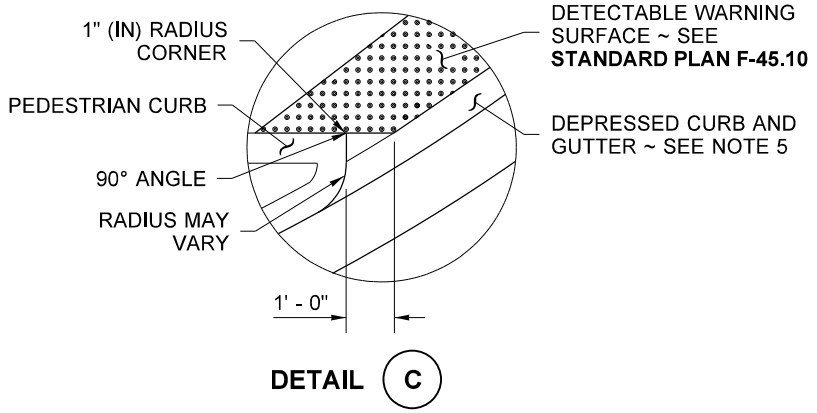
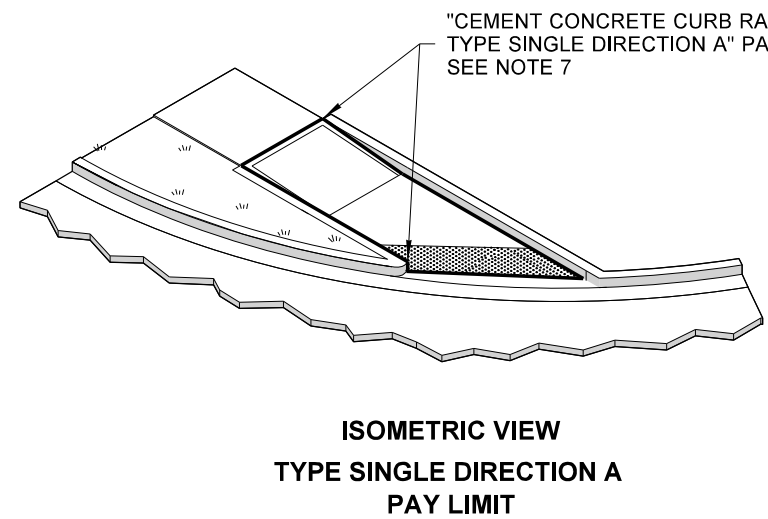
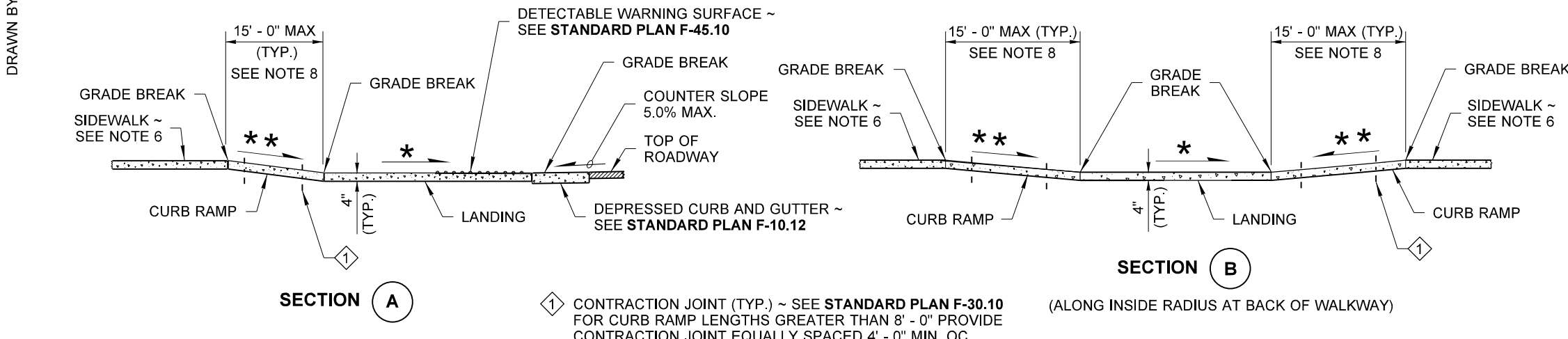
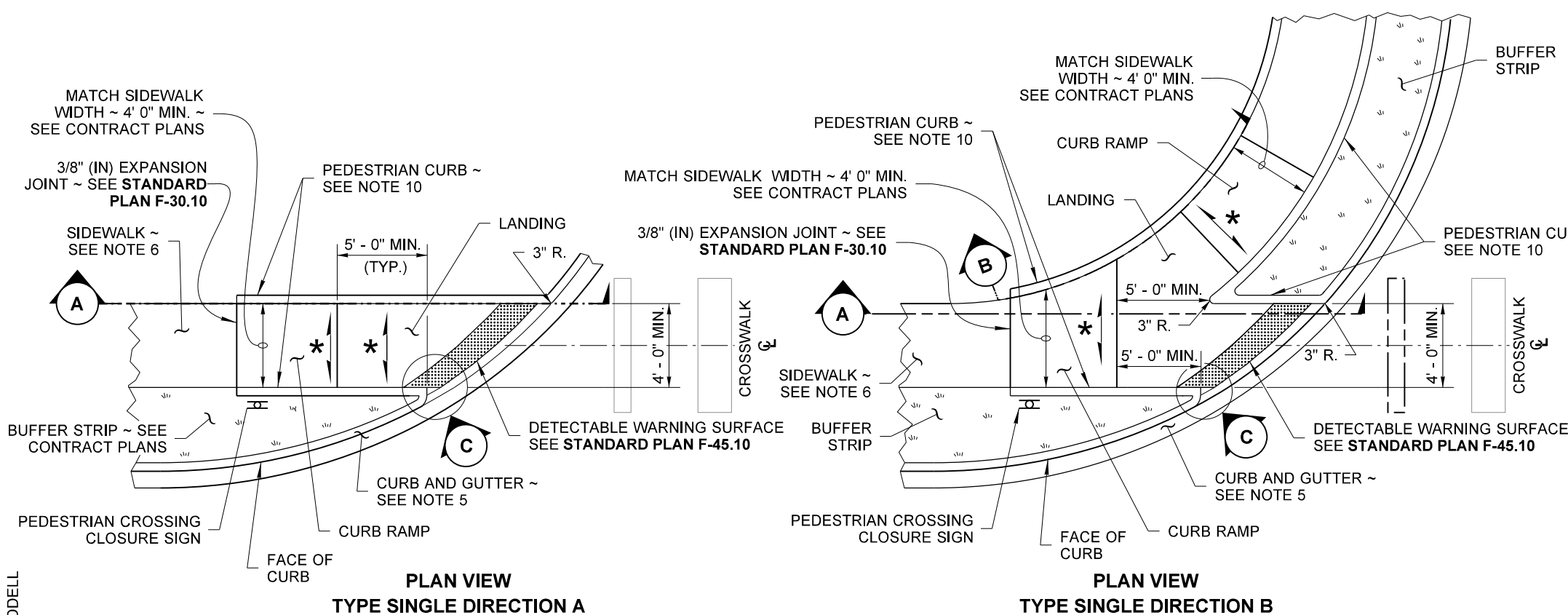
Digitally signed by R. Scott Zeller
Date: 2020.09.22 13:23:53 -07'00'

**PERPENDICULAR
CURB RAMP
STANDARD PLAN F-40.15-04**

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
Date: 2020.09.25 14:44:37 -07'00'
STATE DESIGN ENGINEER
Washington State Department of Transportation

DRAWN BY: FERN LIDDELL



- NOTES**
1. This plan is to be used where pedestrian crossing in one direction is not permitted.
 2. At marked crosswalks, the connection between the Landing and the roadway must be contained within the width of the crosswalk markings.
 3. Where "GRADE BREAK" is called out, the entire length of the grade break between the two adjacent surface planes shall be flush.
 4. Do not place Gratings, Junction Boxes, Access Covers, or other appurtenances on any part of the Curb Ramp or Landing or in the Depressed Curb and Gutter where the Landing connects to the roadway.
 5. See Contract Plans for the curb design specified. See **Standard Plan F-10.12** for Curb, Curb and Gutter, Depressed Curb, Gutter and Pedestrian Curb details.
 6. See **Standard Plan F-30.10** for Cement Concrete Sidewalk Details. See Contract Plans for width and placement of sidewalk.
 7. The Bid Item "Cement Concrete Curb Ramp Type ___" does not include the adjacent Curb, Curb and Gutter, Depressed Curb and Gutter, Pedestrian Curb, or Sidewalks.
 8. The Curb Ramp length is not required to exceed 15 feet (unless shown otherwise in the Contract Plans). When applying the 15-foot max. length (measured from back of sidewalk) the running slope of the curb ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into the sidewalk over a horizontal distance of 15 feet.
 9. Curb Ramps and Landings shall receive a broom finish. See **Standard Specifications 8-14**.
 10. Pedestrian Curb may be omitted if the ground surface at the back of the Curb Ramp and/or Landing will be at the same elevation as the Curb Ramp or Landing and there will not be material to retain.

LEGEND

	SLOPE IN EITHER DIRECTION
	1.5 OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (2% MAX.)
	7.5% OR FLATTER RECOMMENDED FOR DESIGN/FORMWORK (8.3% MAX.) SEE NOTE 7



SINGLE DIRECTION CURB RAMP

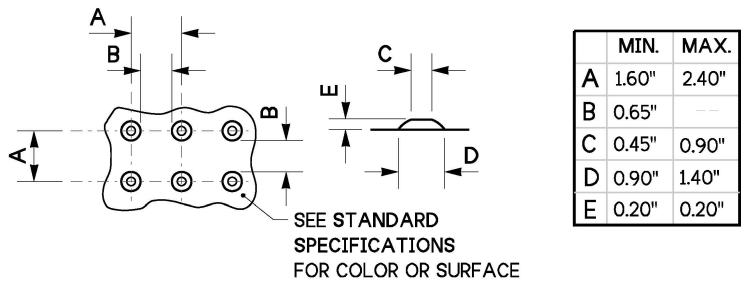
STANDARD PLAN F-40.16-03

SHEET 1 OF 1 SHEET

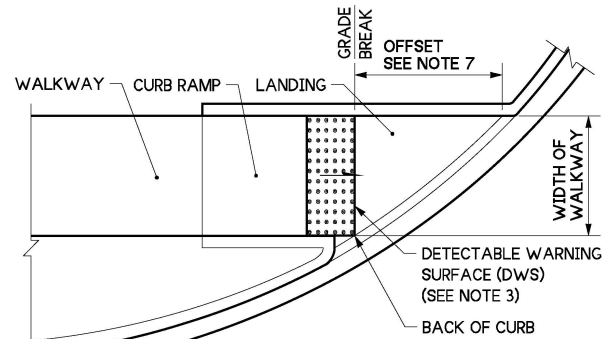
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STATE DESIGN ENGINEER

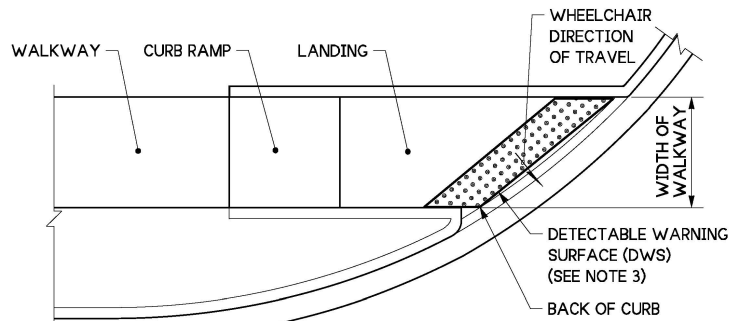
Washington State Department of Transportation



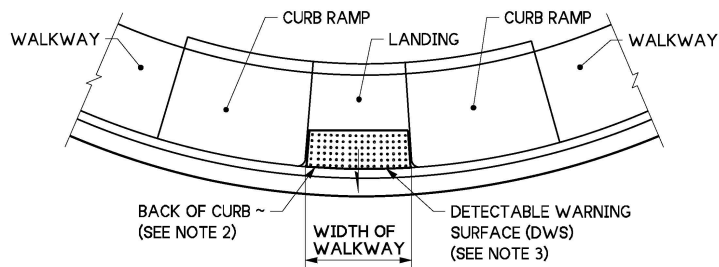
TRUNCATED DOME DETAILS
(SEE NOTE 3)



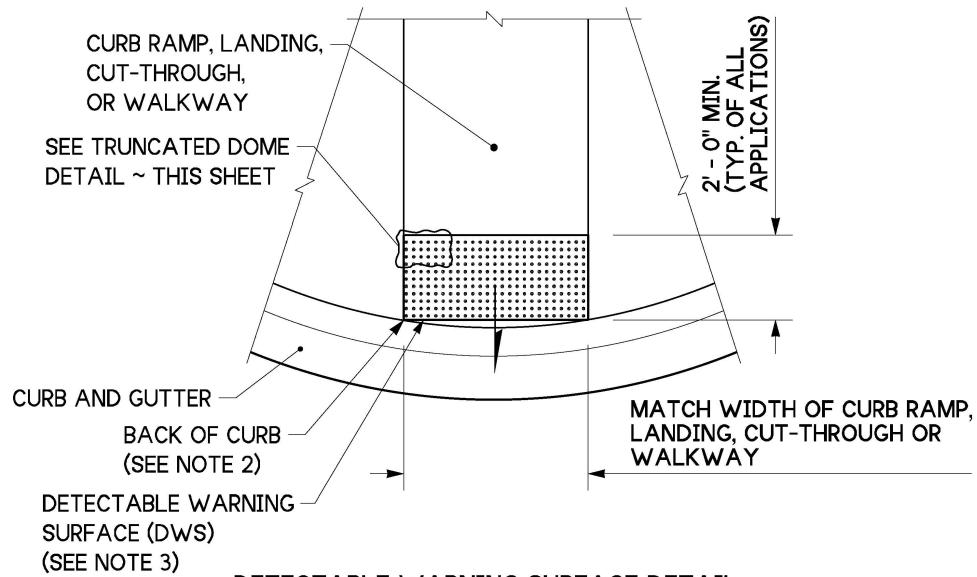
SINGLE DIRECTION CURB RAMP
(GRADE BREAK BETWEEN CURB AND LANDING < 5 FEET FROM BACK OF CURB)
(SEE NOTE 5)



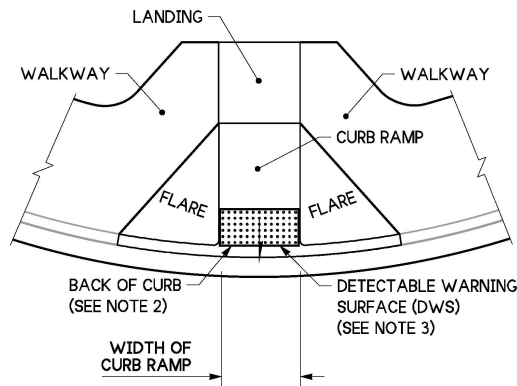
SINGLE DIRECTION CURB RAMP
(GRADE BREAK BETWEEN CURB AND LANDING > 5 FEET FROM BACK OF CURB)
(SEE NOTE 5)



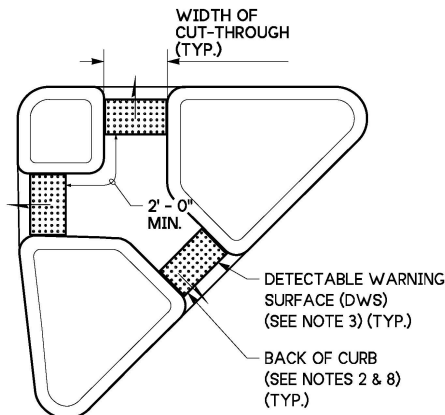
PARALLEL CURB RAMP
(SEE NOTE 6)



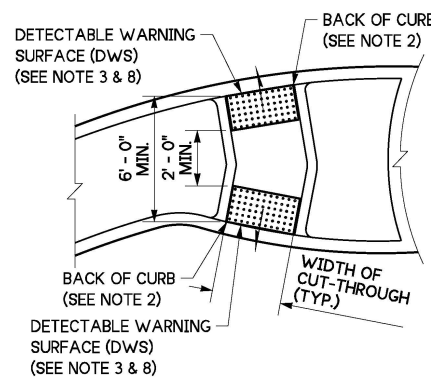
DETECTABLE WARNING SURFACE DETAIL



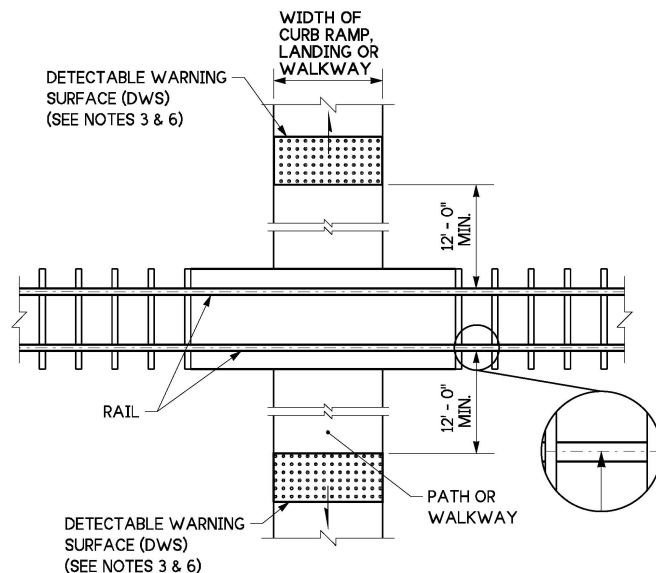
PERPENDICULAR CURB RAMP
(SEE NOTE 6)



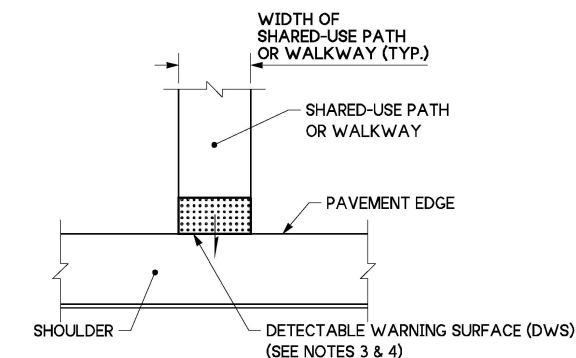
ISLAND CUT-THROUGH



ROUNDBOUT SPLITTER ISLAND



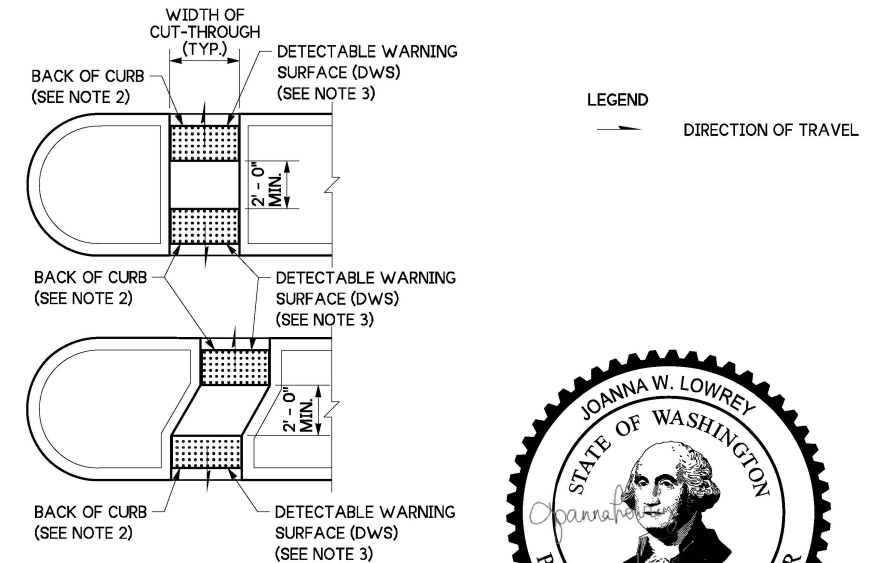
PEDESTRIAN RAILROAD CROSSING



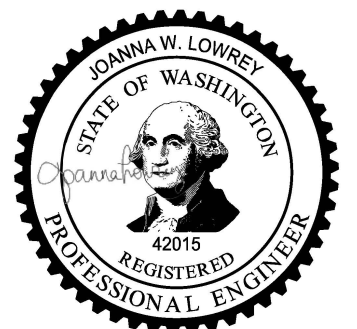
SHARED-USE PATH CONNECTION

NOTES:

1. Permanent Detectable Warning Surfaces (DWS) shall extend the full width of the curb ramp, landing, or other roadway entrance as applicable. Exception: If the manufacturer of the DWS requires a concrete border around the DWS, a variance of up to 2" (in) on each side of the DWS is permitted.
2. Permanent Detectable Warning Surfaces (DWS) shall be placed on a minimum 4" (in) thick concrete pad. The DWS panel shall be placed adjacent to the back of the curb and with no more than a 2" (in) gap between the DWS and the back of the curb measured at the center of the DWS panel. Exception: If the Manufacturer of the selected DWS requires a concrete border around the DWS, a variance of up to 2" (in) from the back of the curb is permitted (measured at the leading corners of the DWS panel).
3. The rows of truncated domes shall be aligned to be parallel to the direction of travel, and perpendicular to the grade break at the back of curb.
4. If curb and gutter are not present, such as a shared-use path connection, the Detectable Warning Surface shall be placed at the pavement edge.
5. See Standard Plans for sidewalk and curb ramp details.
6. If a curb ramp is required, the location of the Detectable Warning Surface must be at the bottom of the ramp and within the required distance from the rail crossing.
7. When the grade break between the curb ramp and the landing is less than or equal to 5 feet from the back of curb at all points, place the Detectable Warning Surface on the bottom of the curb ramp directly above the grade break.
8. Glued or stick down Detectable Warning Surfaces are allowed only for temporary work zone applications.



MEDIAN CUT-THROUGH



Jun 4, 2024

DETECTABLE WARNING SURFACE

STANDARD PLAN F-45.10-05

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Mark A. Davies

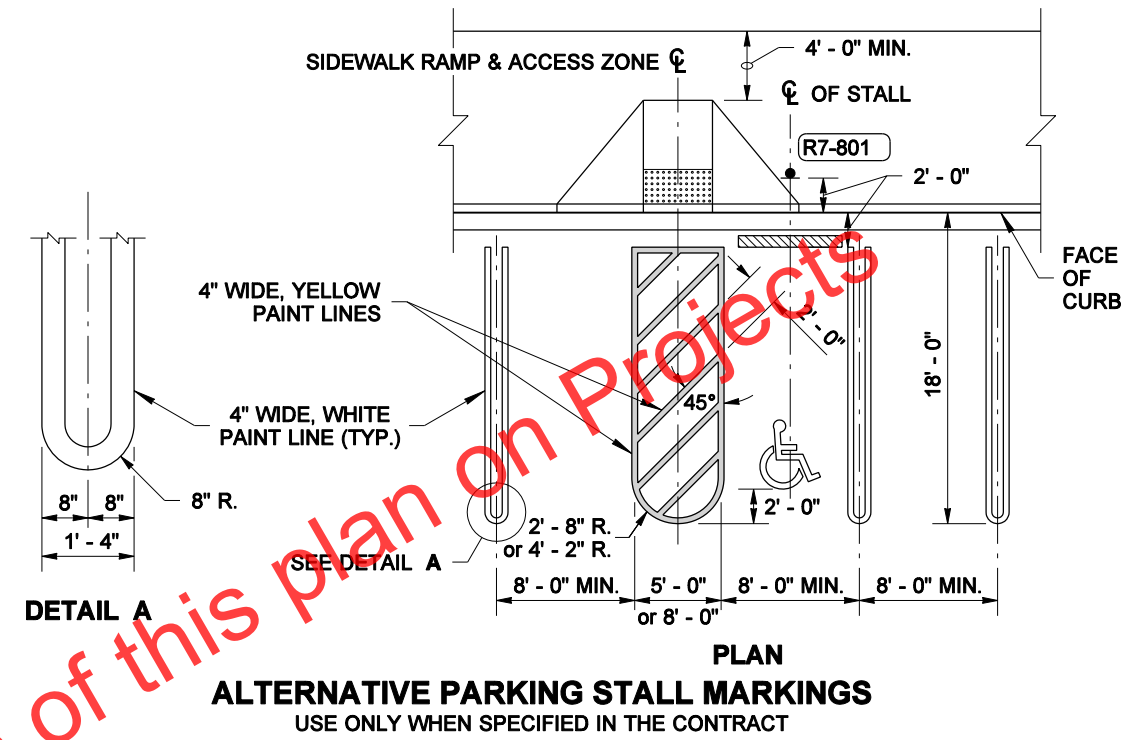
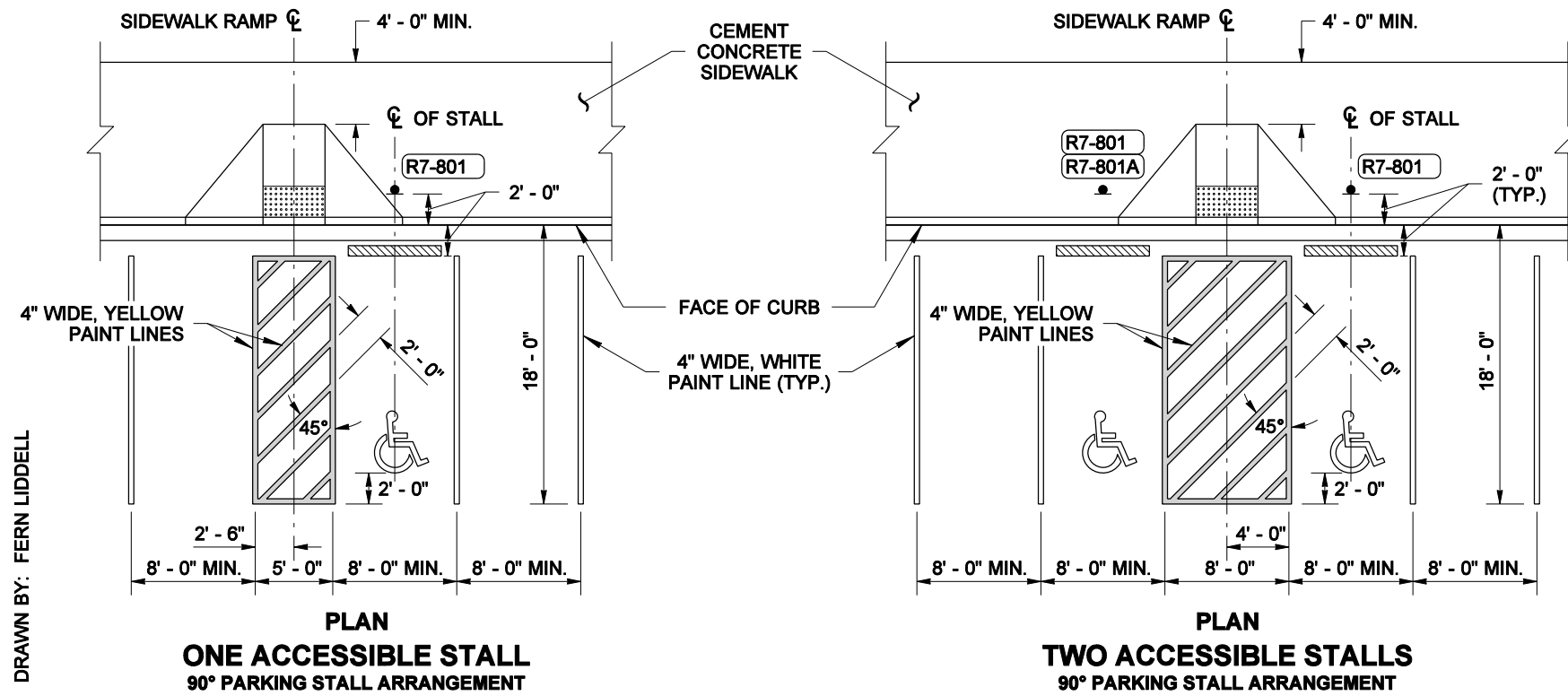
Jun 4, 2024



Washington State Department of Transportation

STATE DESIGN ENGINEER

DRAWN BY: FERN LIDDELL

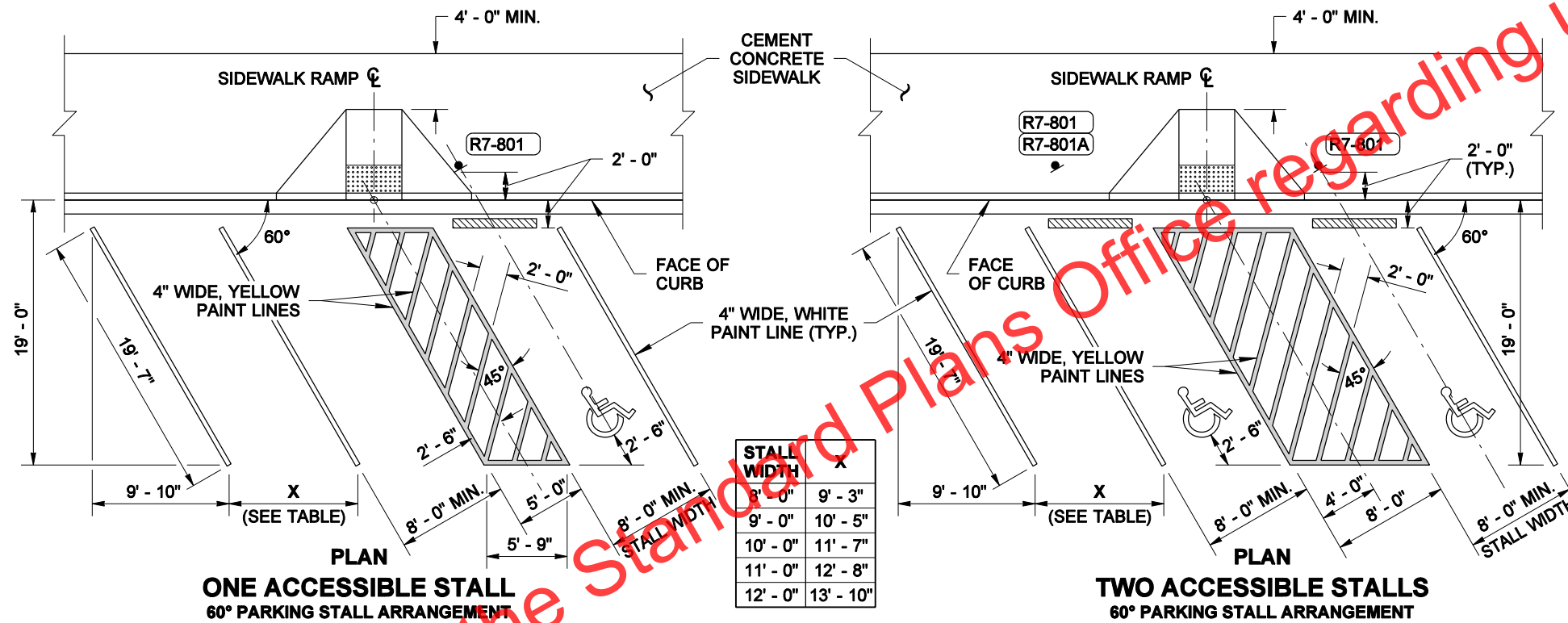


NOTES

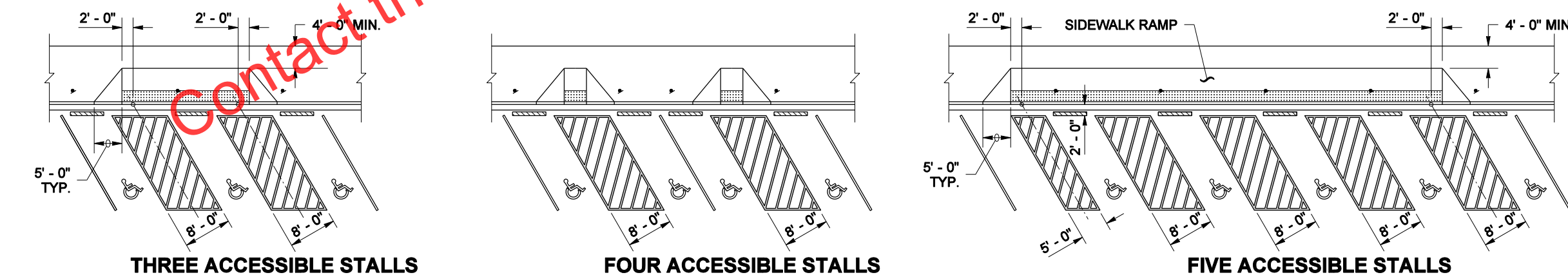
1. Three, four and five accessible stall arrangements may be either 60° (angled) or 90° (perpendicular) parking arrangements. See Contract.
2. An Access Parking Space Symbol is required for each accessible parking stall. A blue background and white border are required when the symbol is installed on a cement concrete surface.
3. All accessible stalls shall have wheel stops. Place wheel stops in other stalls when specified in the contract. Wheel stops shall be approximately 6" high and a minimum of 6' long.
4. Refer to the Standard Plans for sidewalk ramp, detectable warning pattern, and curb details.

LEGEND

- R7-801 Reserved Parking Sign and post with R7-801A Plaque, if indicated (See Sign Fabrication Manual)
- ♿ Access Parking Space Symbol
- ▨ Manufactured wheel stop
- ▤ Detectable Warning Pattern



STALL WIDTH	X
9' - 0"	9' - 3"
9' - 0"	10' - 5"
10' - 0"	11' - 7"
11' - 0"	12' - 8"
12' - 0"	13' - 10"



EXPIRES AUGUST 9, 2009

PARKING SPACE LAYOUTS

STANDARD PLAN M-17.10-02

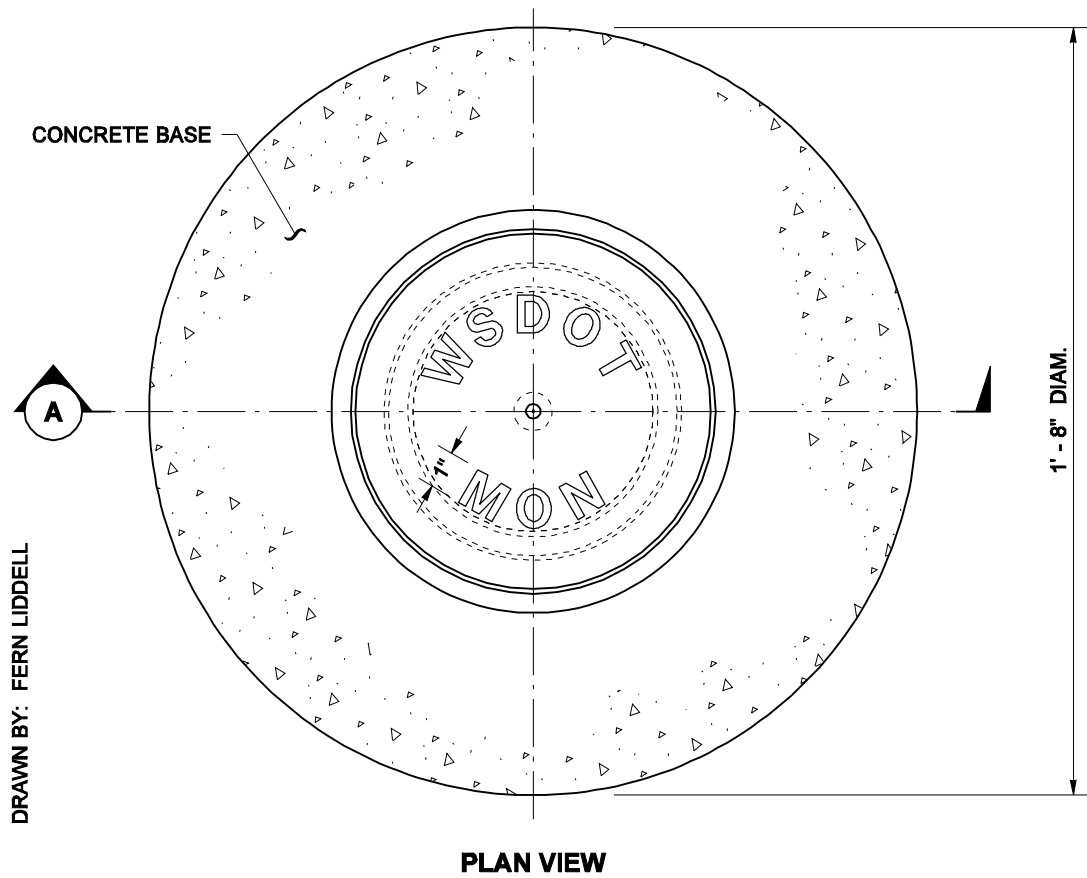
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

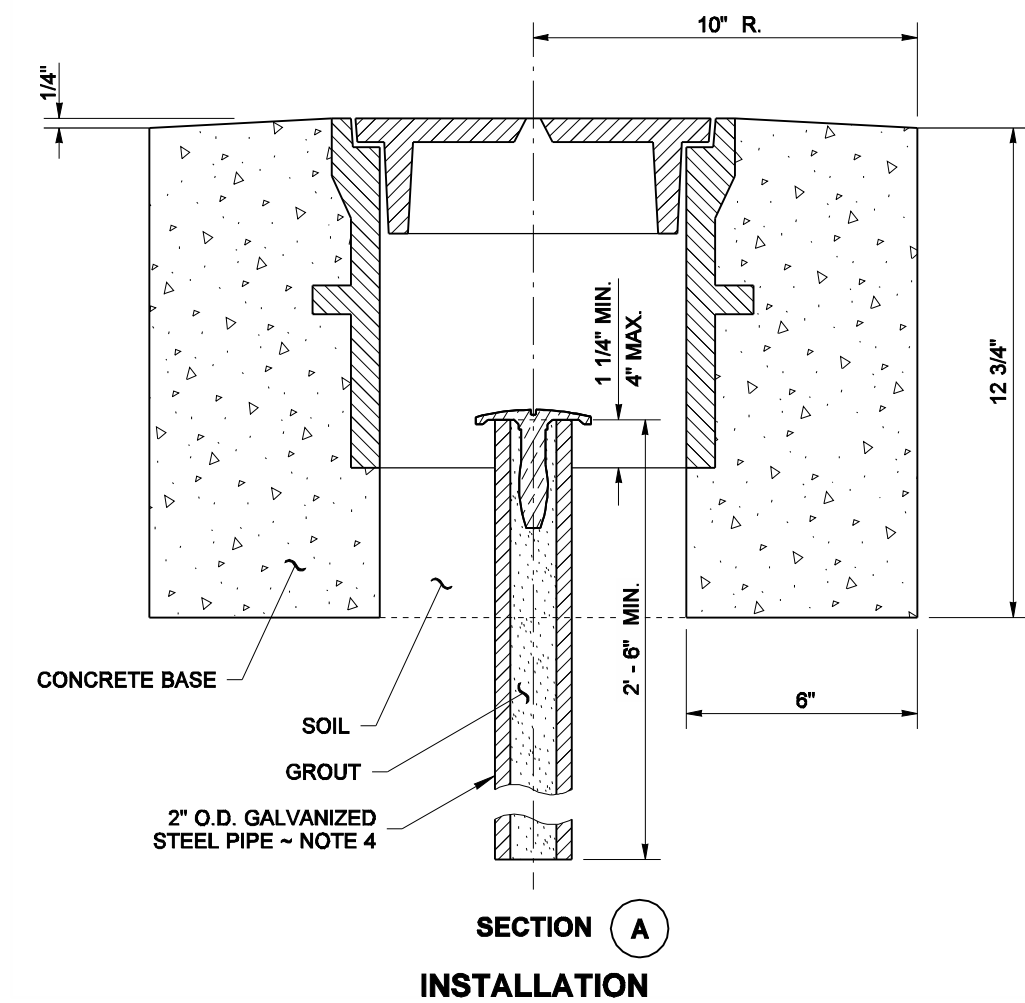
Pasco Bakotich III 07-03-08
STATE DESIGN ENGINEER DATE



DRAWN BY: FERN LIDDELL

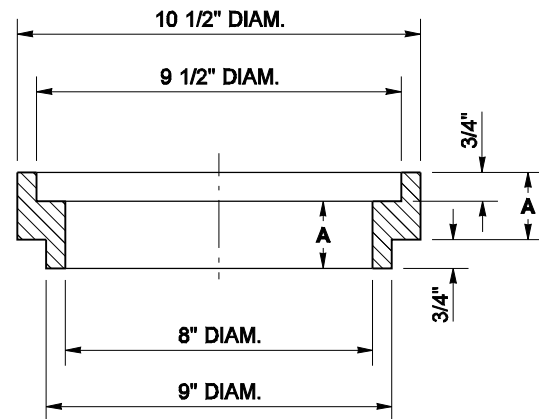


PLAN VIEW

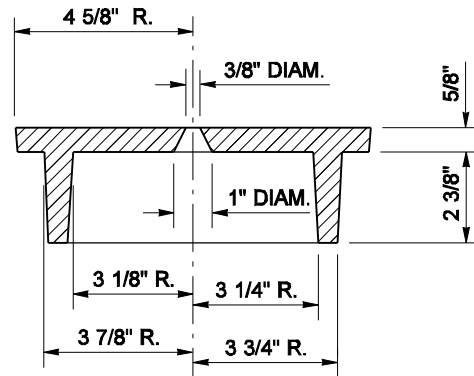


SECTION A
INSTALLATION

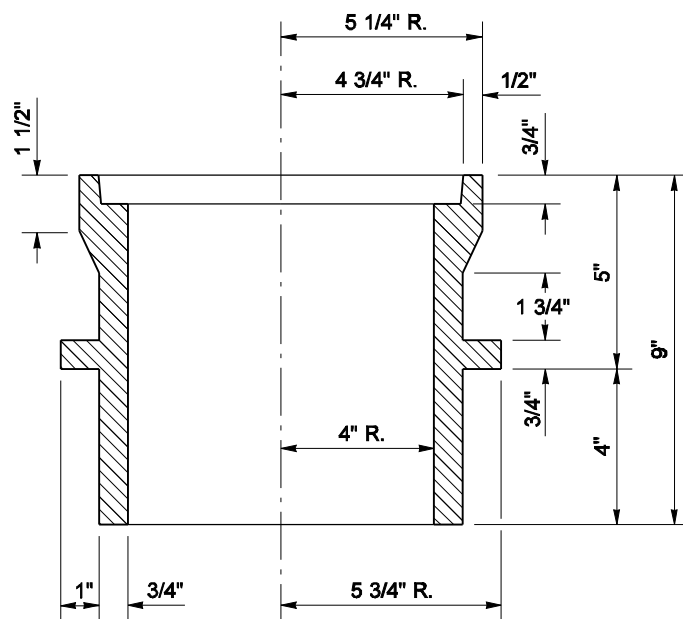
RISER RING DIMENSIONS			
A (SIZE)	1 1/2"	2"	3"



SECTION
RISER RING



SECTION
COVER



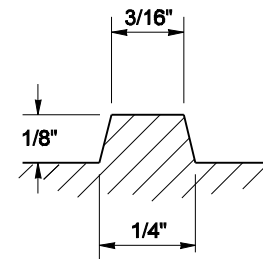
SECTION
CASE

NOTES

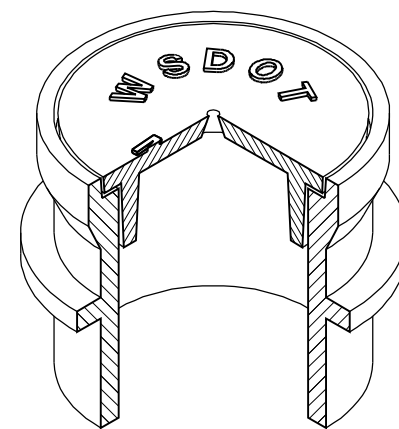
1. Dimensions may vary according to manufacturer.
2. Base to be placed on a well compacted foundation.
3. Monument case to be installed by contractor.
4. See Standard Plan A-10.20 for Monument (brass disc) type to place in 2" O.D. galvanized pipe.

APPROXIMATE WEIGHTS

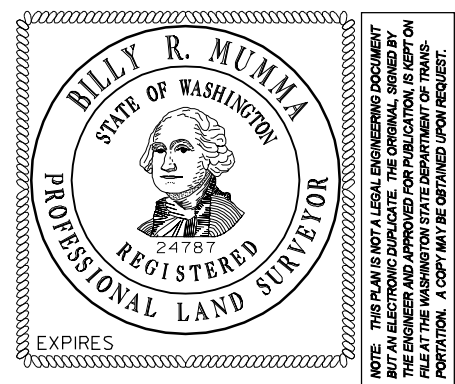
CASE	60 LBS
COVER	19 LBS
TOTAL	79 LBS



SECTION OF LETTER



ISOMETRIC



MONUMENT CASE AND COVER STANDARD PLAN A-10.30-00

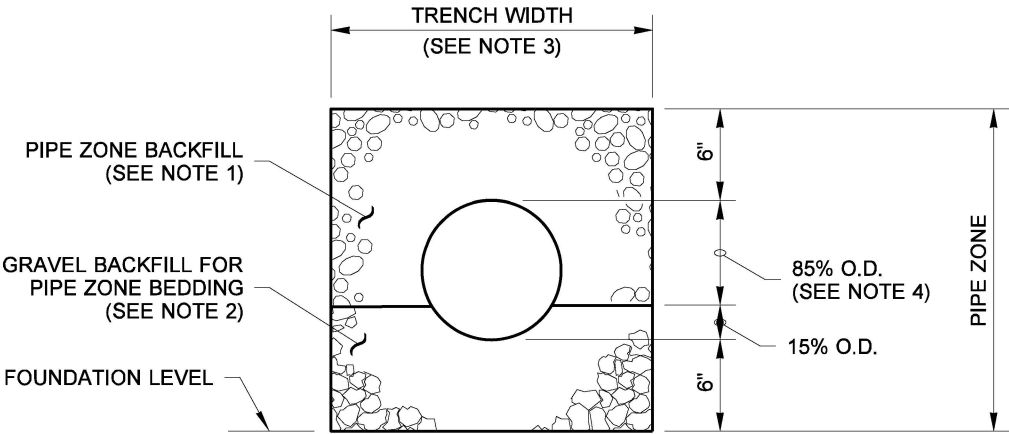
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

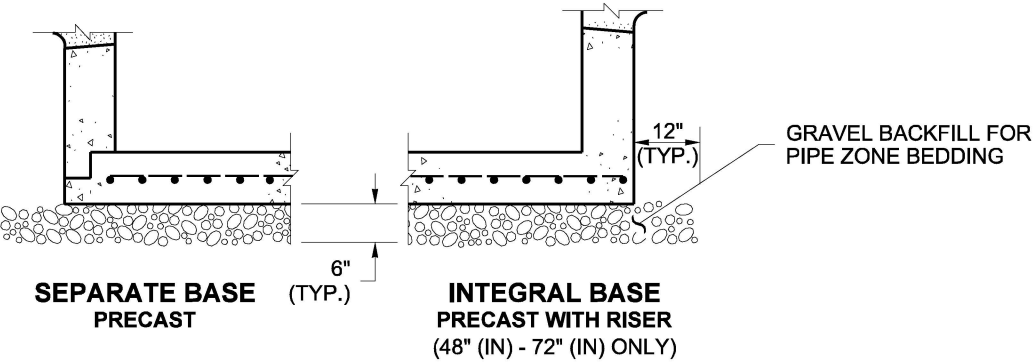
Pasco Bakotich III 10-05-07

STATE DESIGN ENGINEER DATE
Washington State Department of Transportation

DRAWN BY: FERN LIDDELL

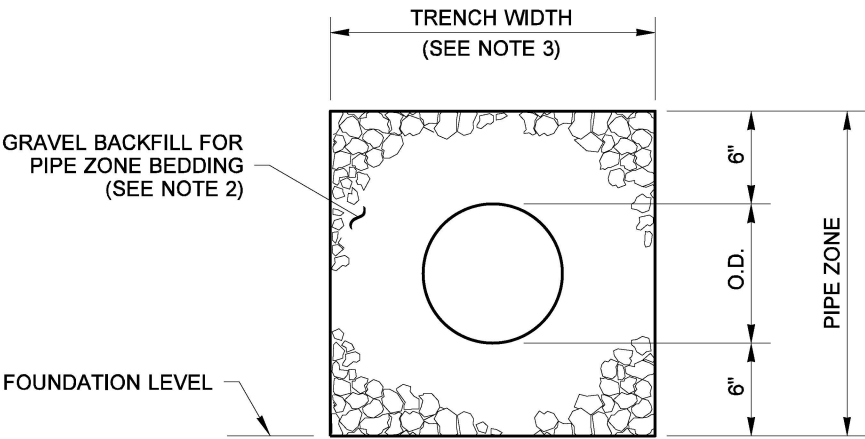


CONCRETE AND DUCTILE IRON PIPE

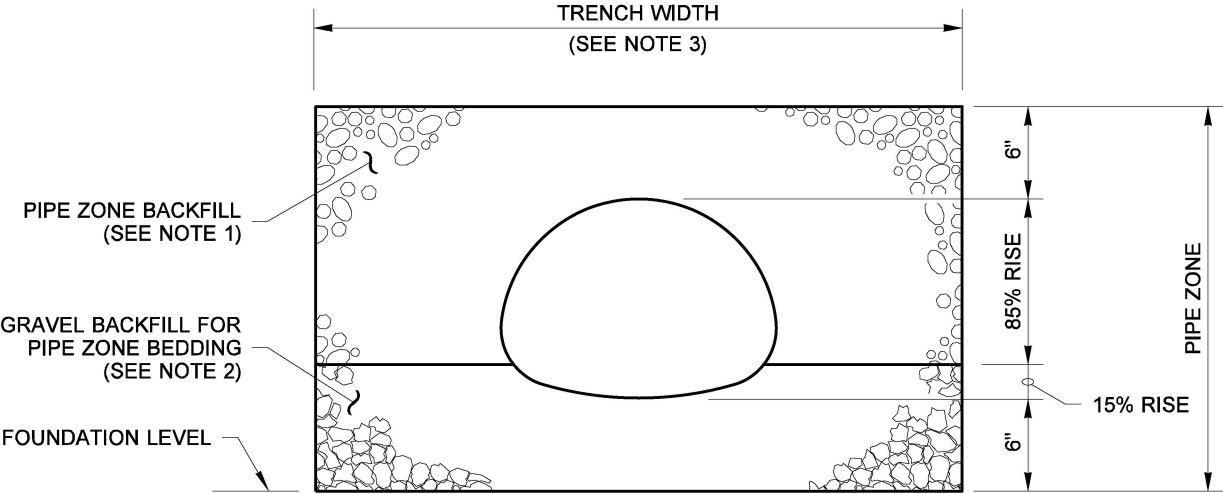


TYPICAL CONDITION FOR DRAINAGE STRUCTURE

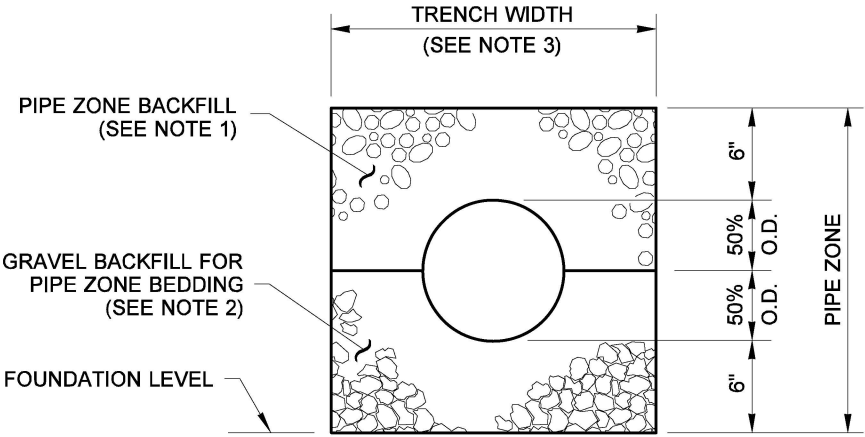
THIS DETAIL APPLIES TO STANDARD PLANS B-5.20, B-5.40, B-5.60, B-10.20, B-10.40, B-15.20, B-15.40, B-15.60, B-25.20, B-25.60, B-35.20 AND B-35.40.



THERMOPLASTIC PIPE



PIPE ARCHES



METAL AND STEEL RIB REINFORCED POLYETHYLENE PIPE

CLEARANCE BETWEEN PIPES FOR MULTIPLE INSTALLATIONS		
PIPE	SIZE	MINIMUM DISTANCE BETWEEN BARRELS
CIRCULAR PIPE (DIAMETER)	UP TO 48"	24"
METAL PIPE ARCH (SPAN)	48" AND LARGER	DIAMETER/2 OR 36" WHICHEVER IS LESS



Aug 17, 2021

PIPE ZONE BEDDING AND BACKFILL
STANDARD PLAN B-55.20-03

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
Aug 17, 2021
STATE DESIGN ENGINEER
Washington State Department of Transportation



CITY OF STANWOOD

STORM SYSTEM STANDARD DETAILS INDEX

STANDARD DETAILS

D-1	CHAIN LINK FENCE DETAIL FOR STORM FACILITIES
WSDOT B-5.20-03	CATCH BASIN TYPE 1
WSDOT B-5.40-02	CATCH BASIN TYPE 1L
WSDOT B-5.60-02	CATCH BASIN TYPE 1P
WSDOT B-10.20-03	CATCH BASIN TYPE 2
WSDOT B-30.90-02	MISCELLANEOUS DETAILS FOR DRAINAGE STRUCTURES
WSDOT B-30.20-04	RECTANGULAR SOLID METAL COVER
WSDOT B-30.10-03	RECTANGULAR FRAME (REVERSIBLE)
WSDOT B-30.30-03	RECTANGULAR VANED GRATE
WSDOT B-30.40-03	RECTANGULAR BI-DIRECTIONAL VANED GRATE
WSDOT B-30.50-03	RECTANGULAR HERRINGBONE GRATE
WSDOT B-10.40-02	CATCH BASIN TYPE 2 WITH FLOW RESTRICTOR
WSDOT B-55.20-03	PIPE ZONE BEDDING AND BACKFILL
WSDOT B-15.20-01	MANHOLE TYPE 1
WSDOT B-15.40-01	MANHOLE TYPE 2
WSDOT B-30.70-04	CIRCULAR FRAME (RING) AND COVER
WSDOT B-25.60-03	CONCRETE INLET
WSDOT I-30.15-02	SILT FENCE
WSDOT I-40.20-00	STORM DRAIN INLET PROTECTION
WSDOT I-80.10-02	MISCELLANEOUS EROSION CONTROL DETAILS

City of Stanwood



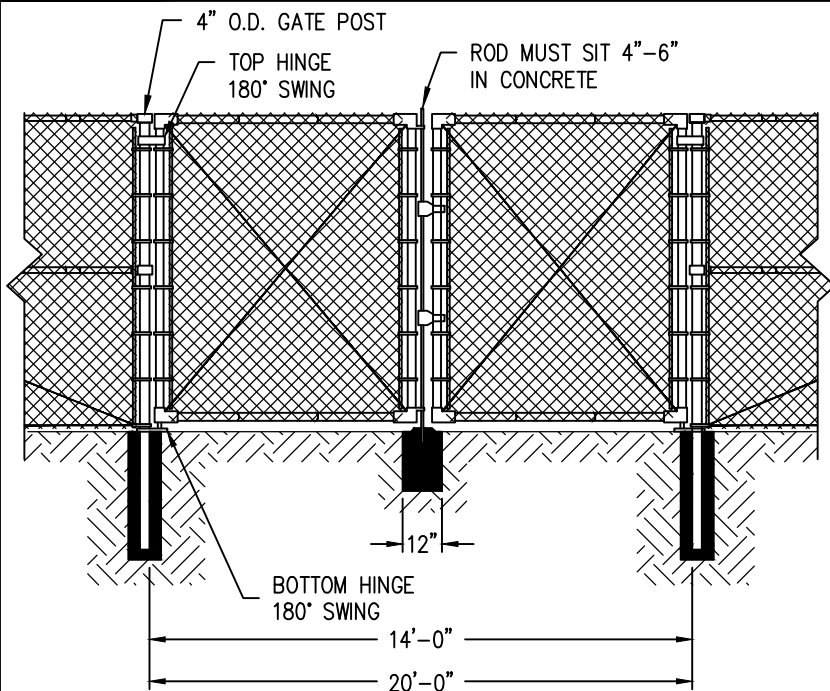
STORM SYSTEM STANDARD DETAIL

STORM SYSTEM STANDARD DETAILS
INDEX

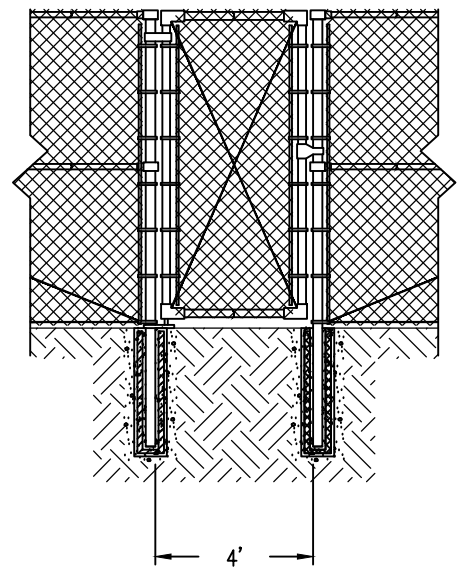
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DRAWING NO.

D-0



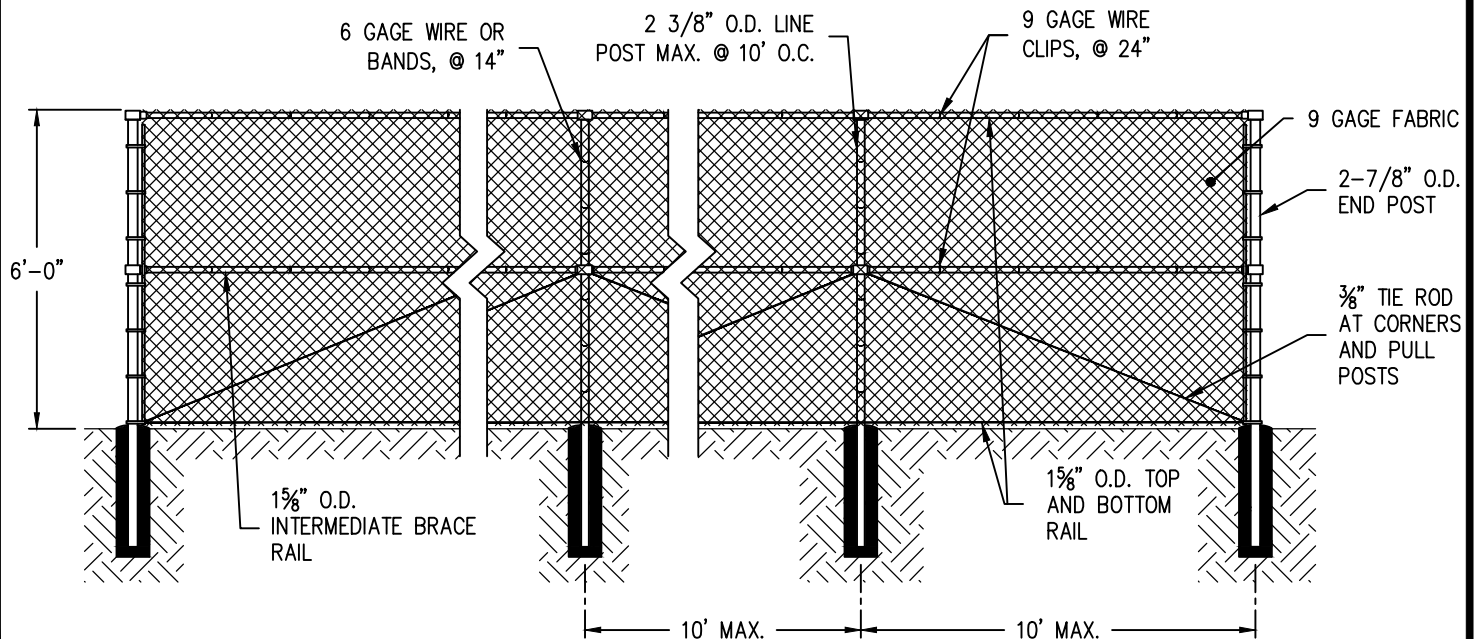
VEHICLE GATE DETAIL



PERSONNEL GATE DETAIL

POST HOLE CONCRETE:	
END POSTS	LINE POSTS
MINIMUM DEPTH=36"	30"
MINIMUM DIAMETER=12"+POSTØ	10"
MINIMUM 3" BELOW POST	MIN. 3" BELOW POST

NOTE: FENCING MATERIALS SHALL BE BLACK VINYL COATED



CHAIN LINK FENCE DETAIL

City of Stanwood



STORM SYSTEM STANDARD DETAIL

CHAIN LINK FENCE DETAIL FOR
STORM FACILITIES

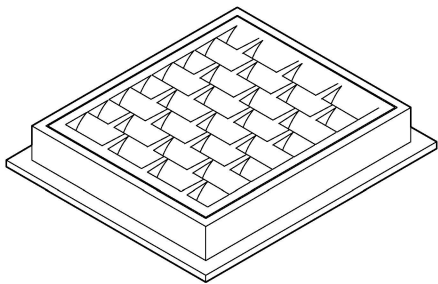
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Revised:Jul 22, 2025

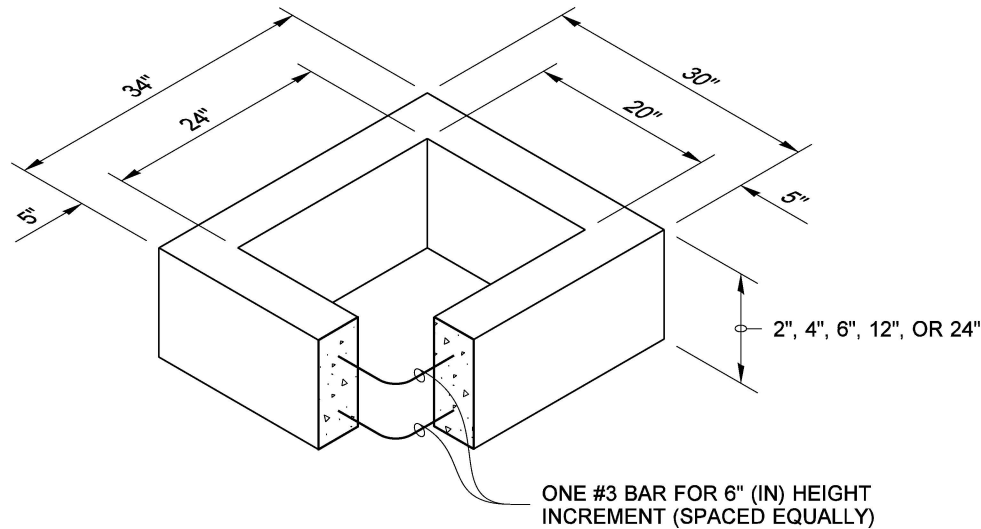
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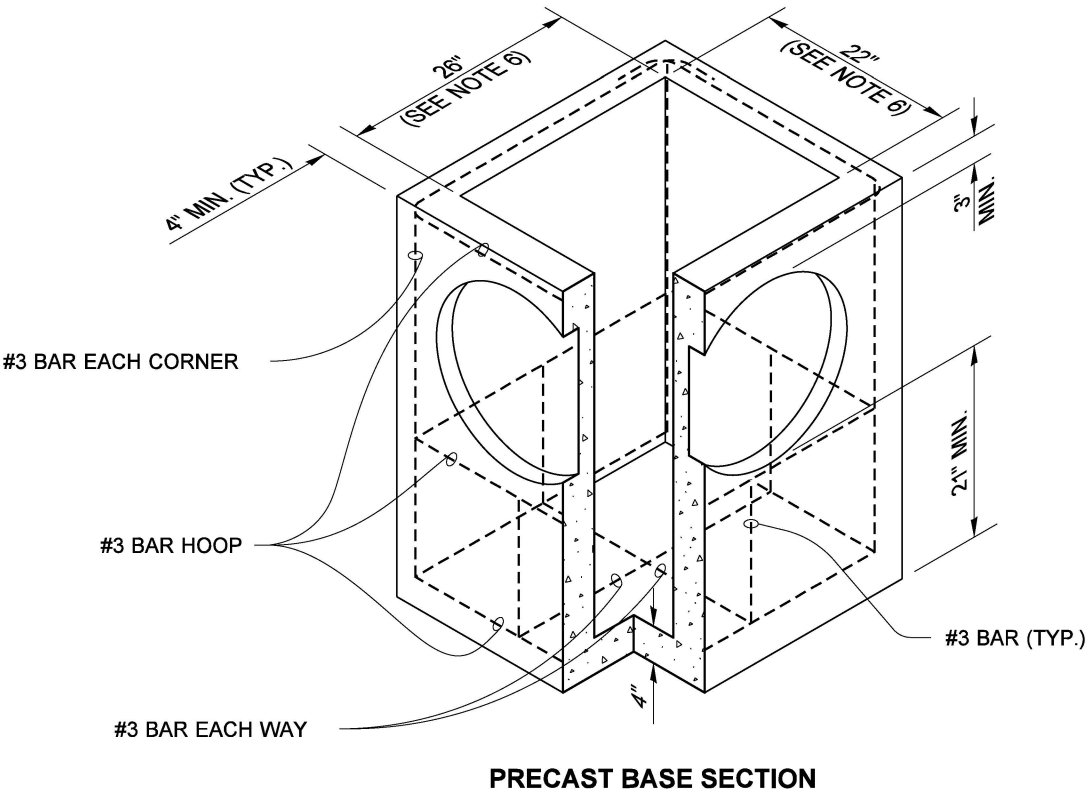
D-1



FRAME AND VANED GRATE



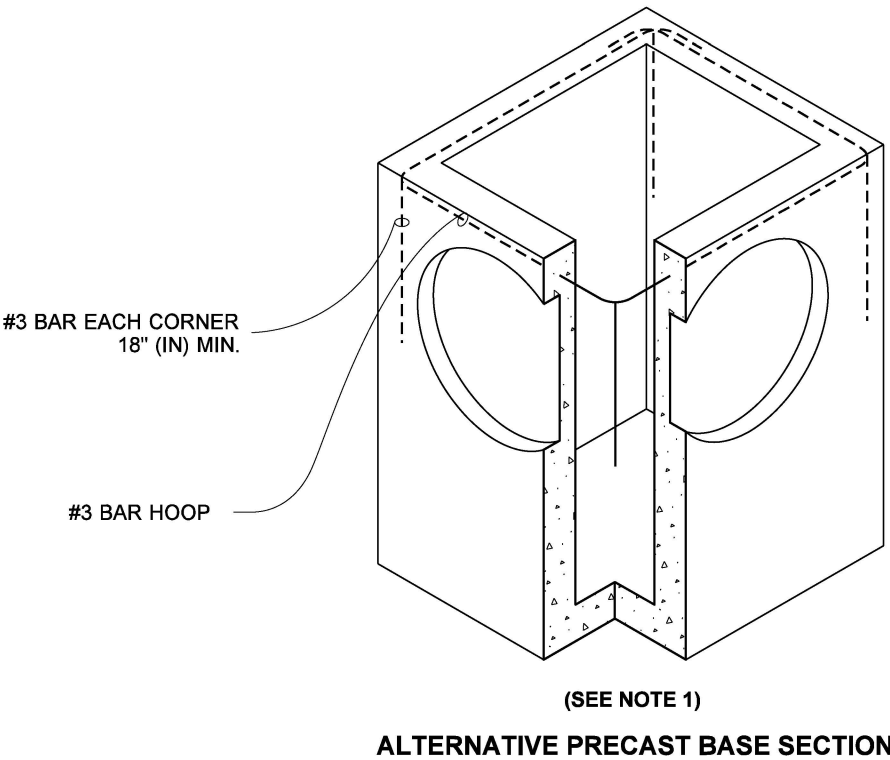
RECTANGULAR ADJUSTMENT SECTION



PRECAST BASE SECTION

PIPE ALLOWANCES	
PIPE MATERIAL	MAXIMUM INSIDE DIAMETER (INCHES)
REINFORCED OR PLAIN CONCRETE	12"
ALL METAL PIPE	15"
CPSSP * (STD. SPEC. SECT. 9-05.20)	12"
SOLID WALL PVC (STD. SPEC. SECT. 9-05.12(1))	15"
PROFILE WALL PVC (STD. SPEC. SECT. 9-05.12(2))	15"

* CORRUGATED POLYETHYLENE STORM SEWER PIPE



ALTERNATIVE PRECAST BASE SECTION

NOTES

1. As acceptable alternatives to the rebar shown in the **PRECAST BASE SECTION**, fibers (placed according to the Standard Specifications), or wire mesh having a minimum area of 0.12 square inches per foot shall be used with the minimum required rebar shown in the **ALTERNATIVE PRECAST BASE SECTION**. Wire mesh shall not be placed in the knockouts.
2. The knockout diameter shall not be greater than 20" (in). Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, fill the gap with joint mortar in accordance with **Standard Specification Section 9-04.3**.
3. The maximum depth from the finished grade to the lowest pipe invert shall be 5' (ft).
4. The frame and grate may be installed with the flange down, or integrally cast into the adjustment section with flange up.
5. The Precast Base Section may have a rounded floor, and the walls may be sloped at a rate of 1 : 24 or steeper.
6. The opening shall be measured at the top of the **Precast Base Section**.
7. All pickup holes shall be grouted full after the basin has been placed.



Julie Heilman
2020.09.01 07:52:50 -07'00'

CATCH BASIN TYPE 1

STANDARD PLAN B-5.20-03

SHEET 1 OF 1 SHEET

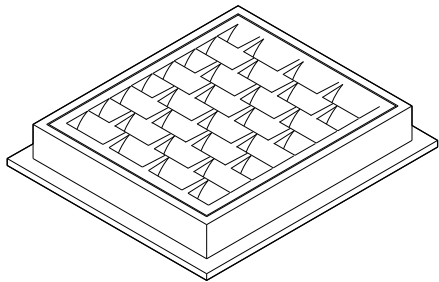
APPROVED FOR PUBLICATION

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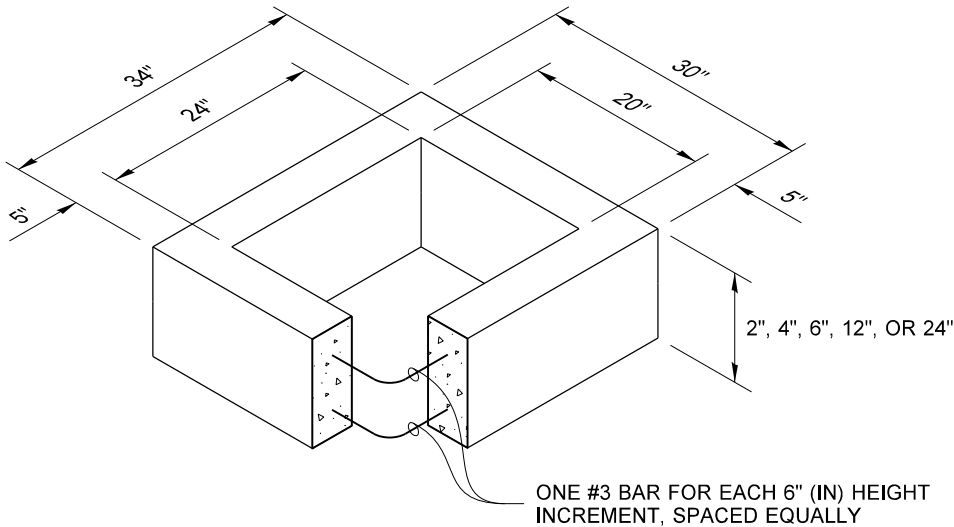
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STATE DESIGN ENGINEER

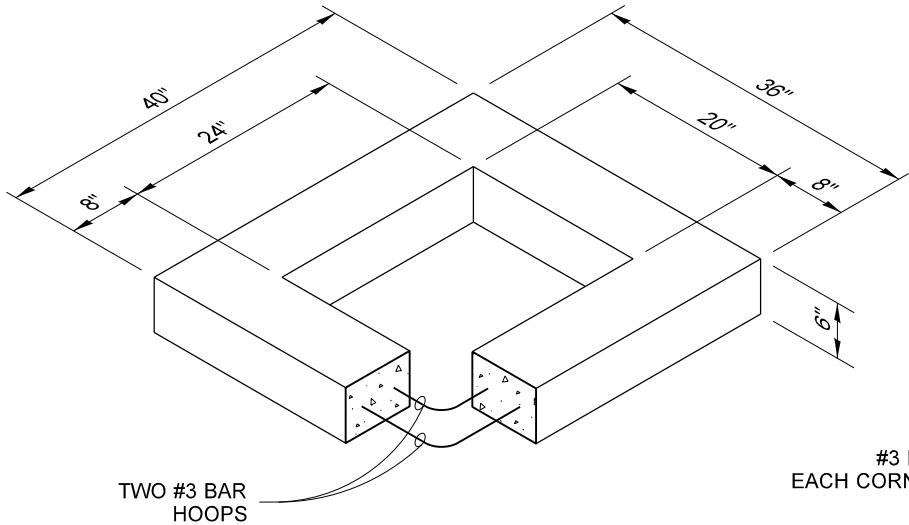
Washington State Department of Transportation



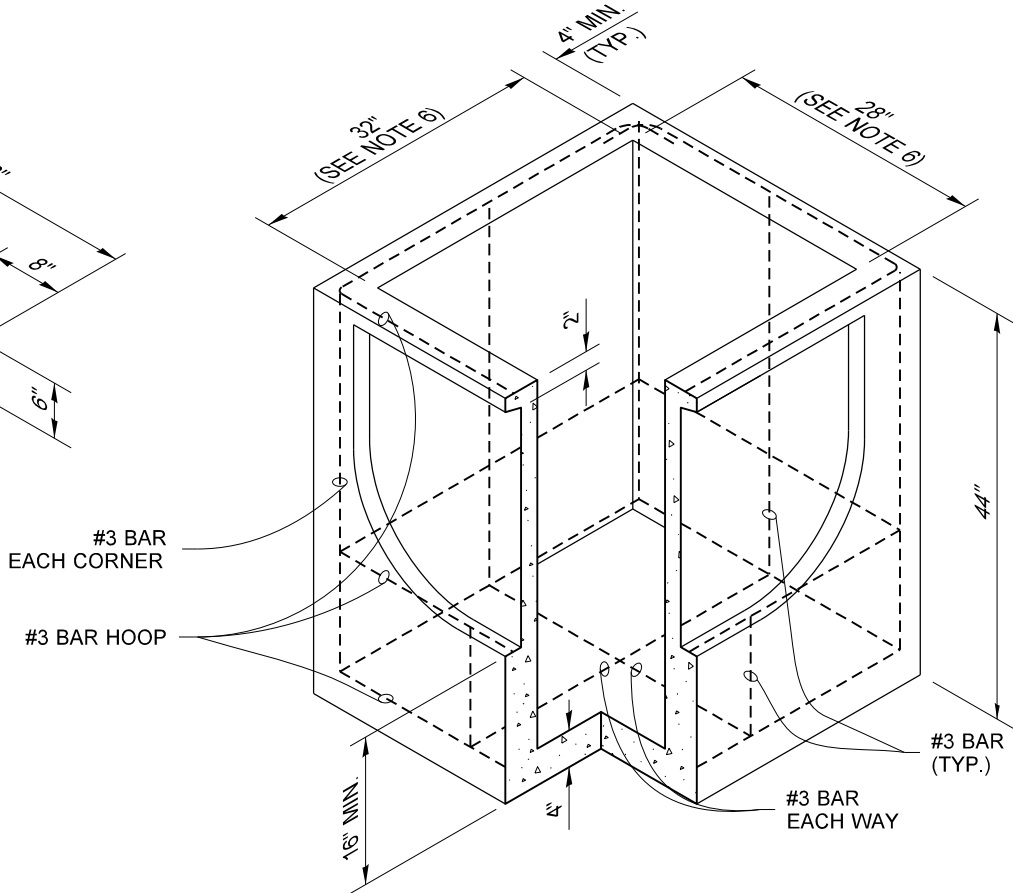
FRAME AND VANED GRATE



RECTANGULAR ADJUSTMENT SECTION



REDUCING SECTION



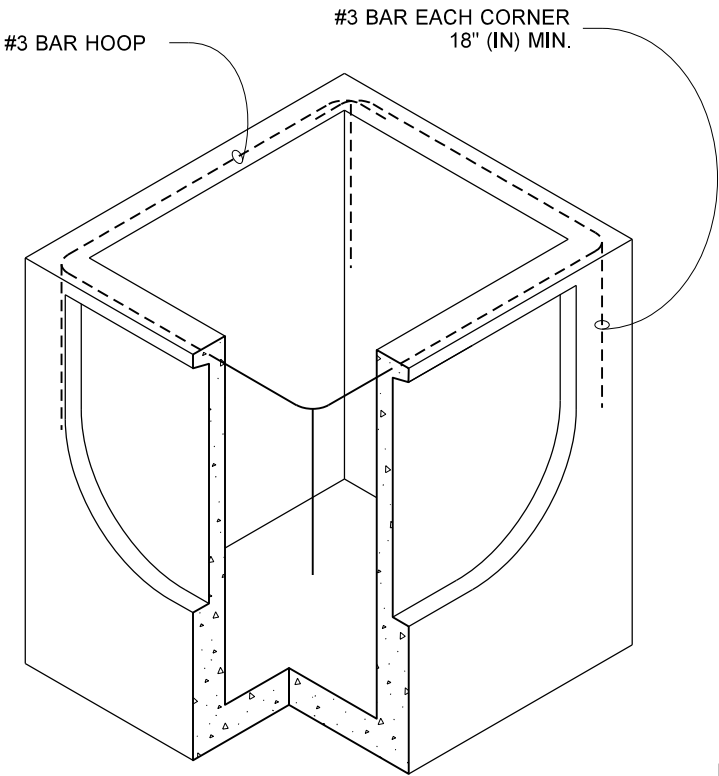
PRECAST BASE SECTION

PIPE ALLOWANCES	
PIPE MATERIAL	MAXIMUM INSIDE DIAMETER (INCHES)
REINFORCED OR PLAIN CONCRETE	18"
ALL METAL PIPE	21"
CPSSP ★ (STD. SPEC. SECT. 9-05.20)	18"
SOLID WALL PVC (STD. SPEC. SECT. 9-05.12(1))	21"
PROFILE WALL PVC (STD. SPEC. SECT. 9-05.12(2))	21"

★ CORRUGATED POLYETHYLENE STORM SEWER PIPE

NOTES

- As acceptable alternatives to the rebar shown in the **PRECAST BASE SECTION**, fibers (placed according to the Standard Specifications), or wire mesh having a minimum area of 0.12 square inches per foot, shall be used with the minimum required rebar shown in the **ALTERNATIVE PRECAST BASE SECTION**. Wire mesh shall not be placed in the knockouts.
- The knockout shall not be greater than 26" (in), in any direction. Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, fill the gap with joint mortar in accordance with **Standard Specification Section 9-04.3**.
- The maximum depth from the finished grade to the lowest pipe invert shall be 5' (ft).
- The frame and grate may be installed with the flange down or integrally cast into the adjustment section with flange up.
- The Precast Base Section may have a rounded floor, and the walls may be sloped at a rate of 1 : 24 or steeper.
- The opening shall be measured at the top of the Precast Base Section.
- All pickup holes shall be grouted full after the basin has been placed.



(SEE NOTE 1)

ALTERNATIVE PRECAST BASE SECTION

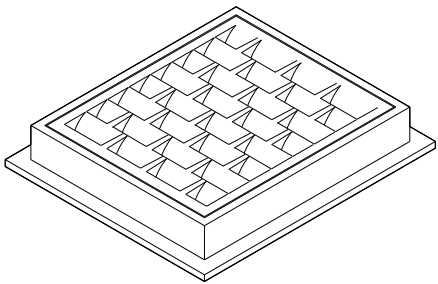


CATCH BASIN TYPE 1L
STANDARD PLAN B-5.40-02

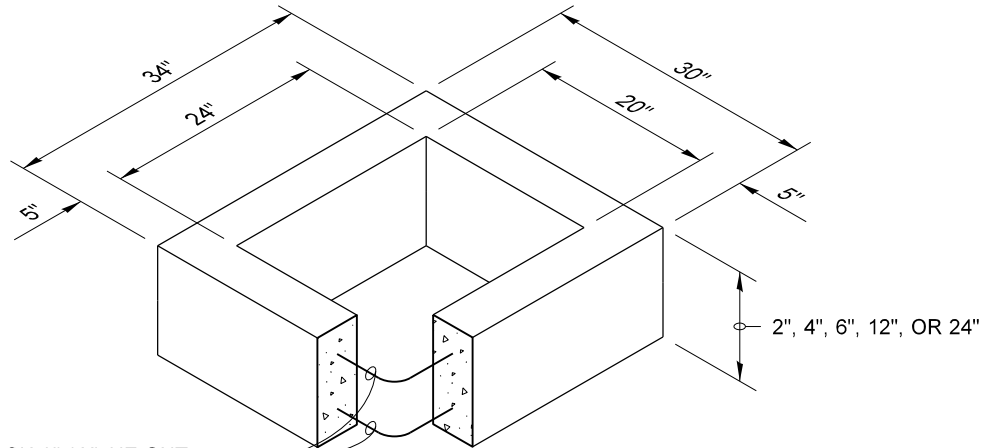
SHEET 1 OF 1 SHEET

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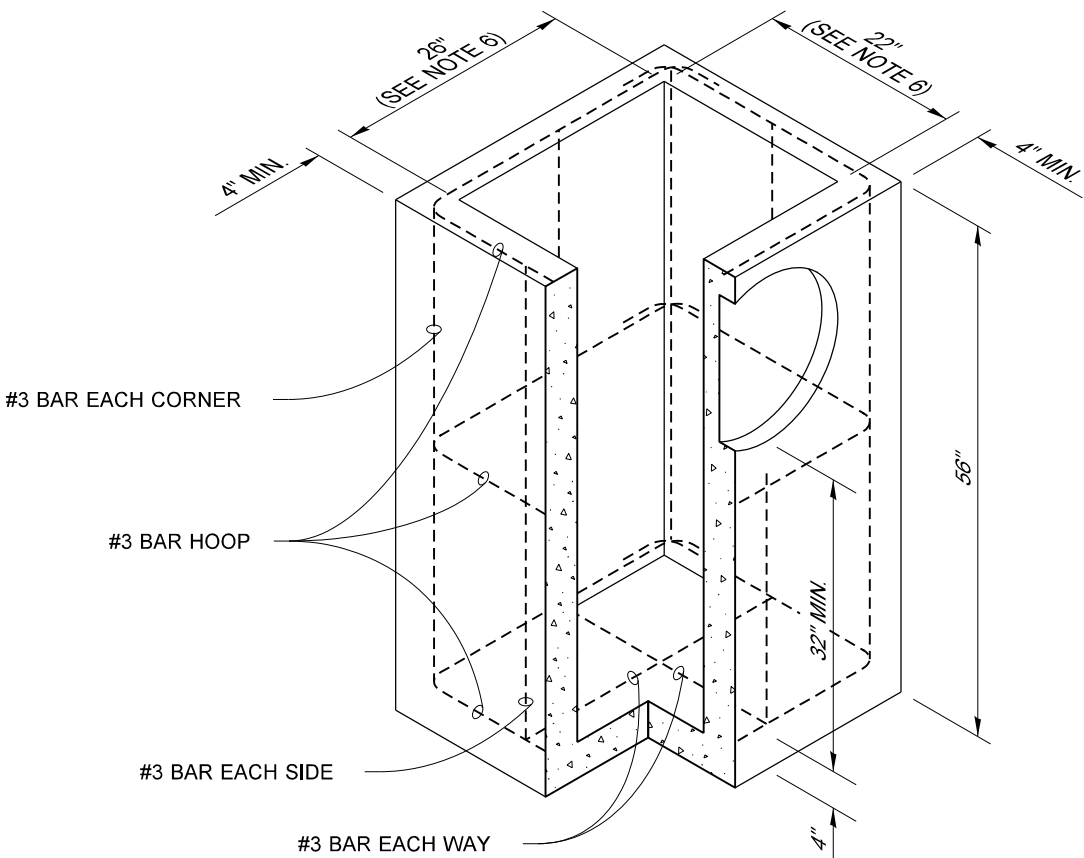
STATE DESIGN ENGINEER
Washington State Department of Transportation



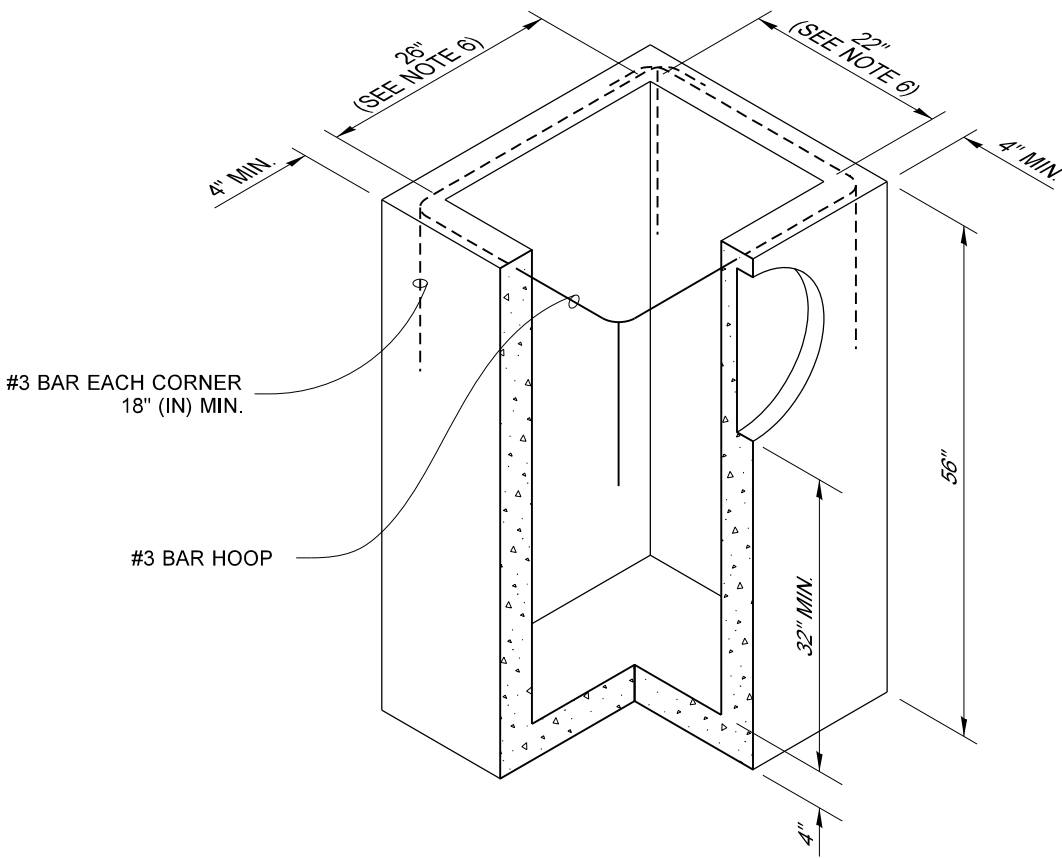
FRAME AND VANED GRATE



RECTANGULAR ADJUSTMENT SECTION



PRECAST BASE SECTION



ALTERNATIVE PRECAST BASE SECTION

NOTES

1. As acceptable alternatives to the rebar shown in the **PRECAST BASE SECTION**, fibers (placed according to the Standard Specifications), or wire mesh having a minimum area of 0.12 square inches per foot, shall be used with the minimum required rebar shown in the **ALTERNATIVE PRECAST BASE SECTION**. Wire mesh shall not be placed in the knockouts.
2. The knockout diameter shall not be greater than 18" (in). Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, fill the gap with joint mortar in accordance with **Standard Specification Section 9-04.3**.
3. The maximum depth from the finished grade to the lowest pipe invert shall be 5' (ft).
4. The frame and grate may be installed with the flange down, or integrally cast into the adjustment section with flange up.
5. The Precast Base Section may have a rounded floor, and the walls may be sloped at a rate of 1 : 24 or steeper.
6. The opening shall be measured at the top of the Precast Base Section.
7. All pickup holes shall be grouted full after the basin has been placed.



**CATCH BASIN TYPE 1P
(FOR PARKING LOT)**

STANDARD PLAN B-5.60-02

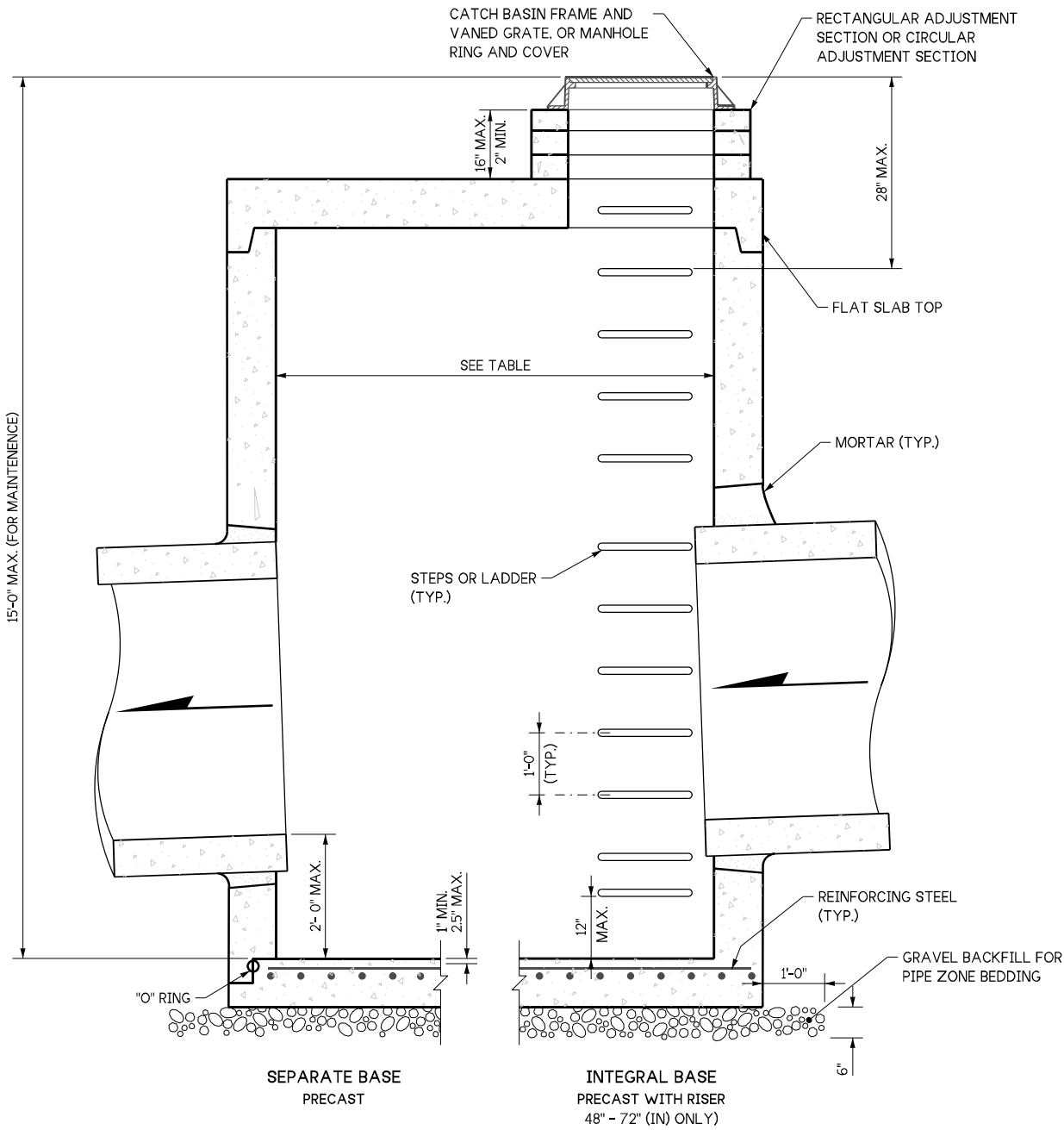
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION



NOTES:

- 1. No steps are required when height is 4' or less.
- 2. The bottom of the precast catch basin may be sloped to facilitate cleaning.
- 3. The rectangular frame and grate may be installed with the flange up or down. The frame may be cast into the adjustment section.
- 4. Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, fill the gap with joint mortar in accordance with **Standard Specification Section 9-04.3**.
- 5. Pipe allowances will vary depending on the pipe material used. Contact the Region Hydraulics Engineer for assistance.



CATCH BASIN DIMENSIONS				
CATCH BASIN DIAMETER	MIN. WALL THICKNESS	MIN. BASE THICKNESS	MAXIMUM KNOCKOUT SIZE	MINIMUM DISTANCE BETWEEN KNOCKOUTS
48"	4"	6"	36"	8"
54"	4.5"	8"	42"	8"
60"	5"	8"	48"	8"
72"	6"	8"	60"	12"
84"	8"	12"	72"	12"
96"	8"	12"	84"	12"
120"	10"	12"	96"	12"
144"	12"	12"	108"	12"

PIPE ALLOWANCES					
CATCH BASIN DIAMETER	PIPE MATERIAL WITH MAXIMUM INSIDE DIAMETER				
	CONCRETE	ALL METAL	CPSSP PP ①	SOLID WALL PVC ②	PROFILE WALL PVC ③
48"	24"	30"	24"	30"	30"
54"	30"	36"	30"	36"	36"
60"	36"	42"	36"	42"	42"
72"	42"	54"	42"	48"	48"
84"	54"	60"	54"	48"	48"
96"	60"	72"	60"	48"	48"
120"	66"	84"	60"	48"	48"
144"	78"	96"	60"	48"	48"

① Corrugated Polyethylene Storm Sewer Pipe (See Standard Specification Section 9-05.20)
② (See Standard Specification Section 9-05.12(1))
③ (See Standard Specification Section 9-05.12(2))
④ Polypropylene Pipe (See Standard Specification Section 9-05.24)



Aug 23, 2023

CATCH BASIN TYPE 2

STANDARD PLAN B-10.20-03

SHEET 1 OF 1 SHEET

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Mark A. Boies

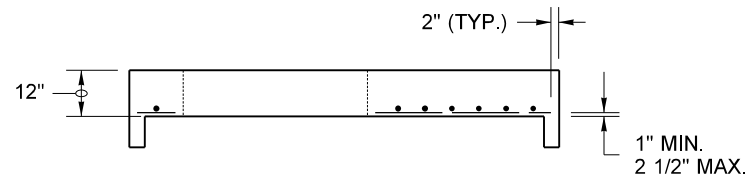
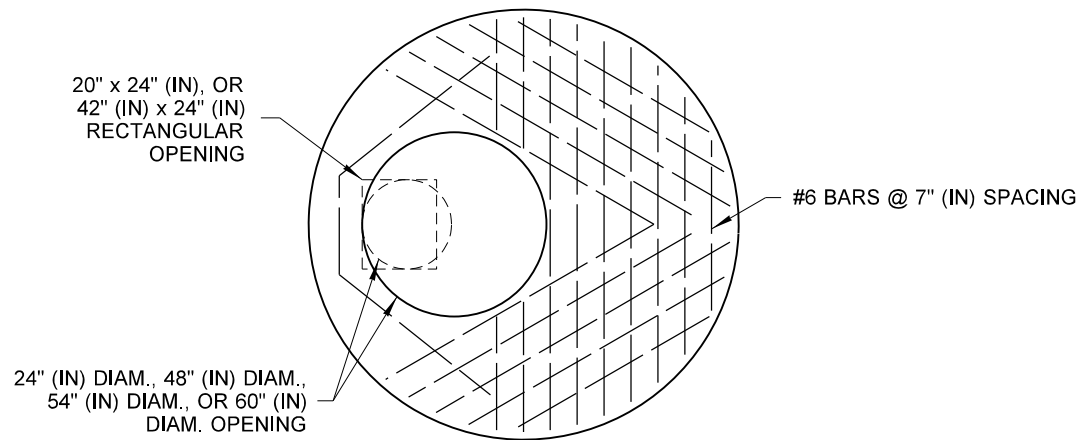
Aug 23, 2023

STATE DESIGN ENGINEER

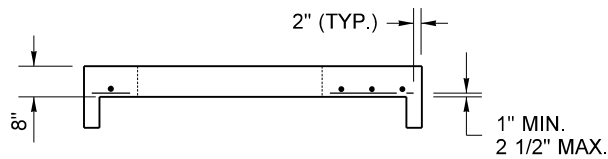
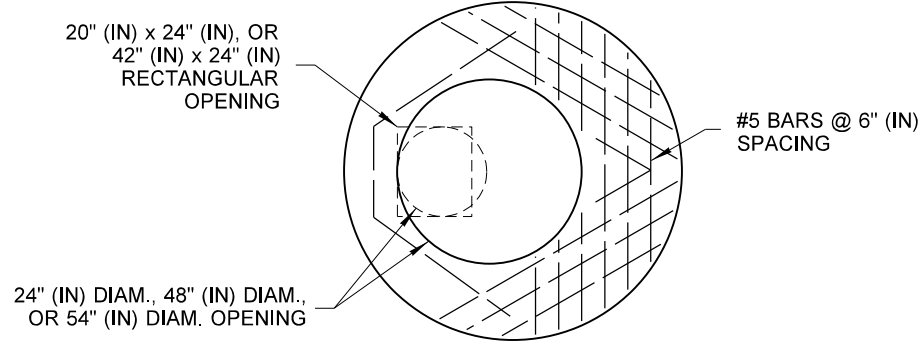


Washington State
Department of Transportation

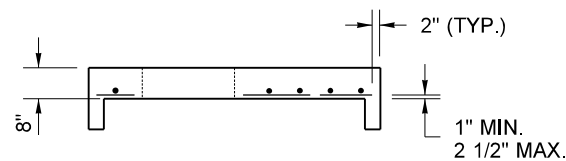
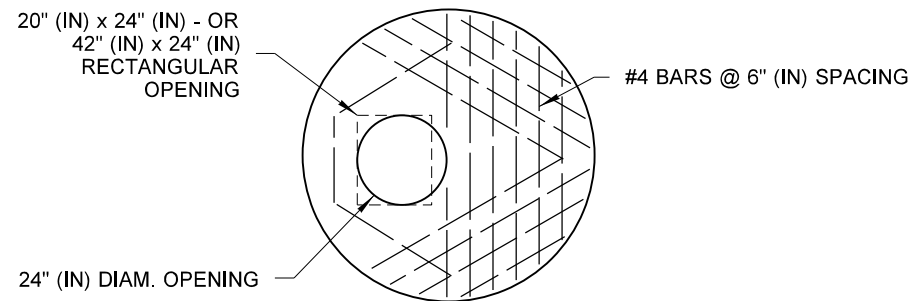
DRAWN BY: FERN LIDDELL



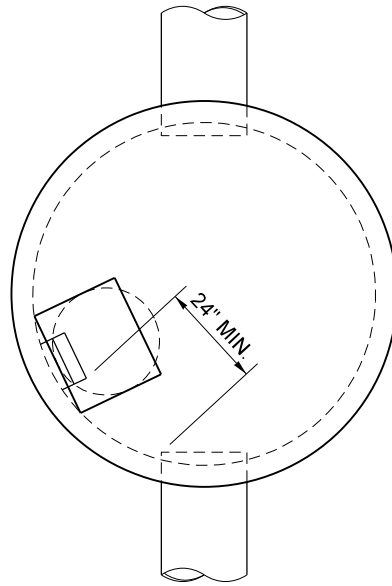
84" (IN) or 96" (IN) FLAT SLAB TOP



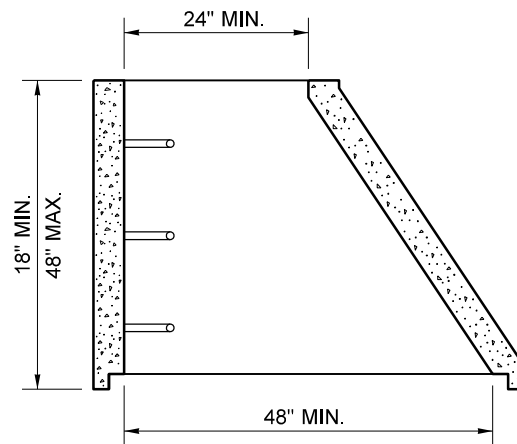
72" (IN) FLAT SLAB TOP



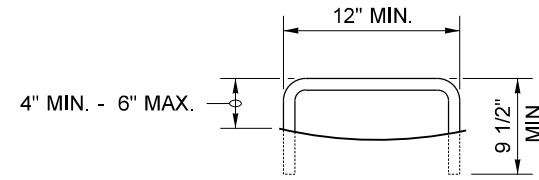
48" (IN), 54", or 60" (IN) FLAT SLAB TOP



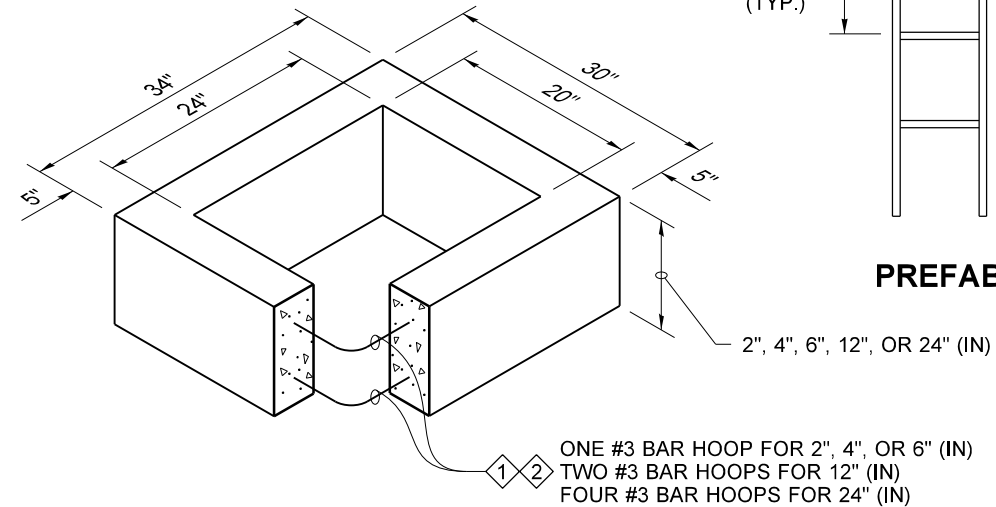
**TYPICAL ORIENTATION
FOR ACCESS AND STEPS**



ECCENTRIC CONE SECTION

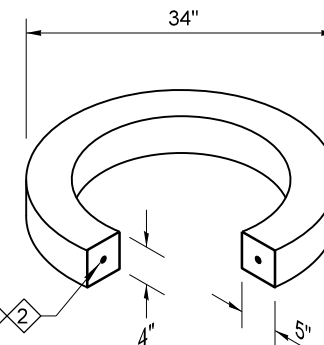


STEP



RECTANGULAR ADJUSTMENT SECTION

- 1 As an acceptable alternative to rebar, wire mesh having a minimum area of 0.12 square inches per foot may be used for adjustment sections.
- 2 As an acceptable alternative to conventional steel reinforcement, manufacturers shall use Synthetic Structural Fibers meeting the requirements of **Standard Specification Section 9-05.50(10)**.



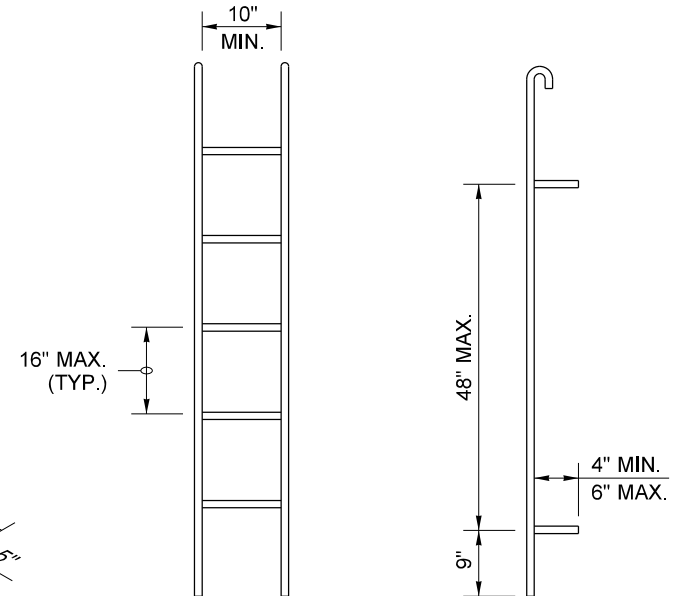
ONE #3 BAR HOOP FOR 2", 4", OR 6" (IN)
TWO #3 BAR HOOPS FOR 12" (IN)

CIRCULAR ADJUSTMENT SECTION

For rectangular and circular adjustment sections, approved alternate material compositions are acceptable in lieu of precast concrete designs

NOTE

1. Ladder rungs for manholes and catch basins shall meet the requirements of **AASHTO M 199**.



PREFABRICATED LADDER

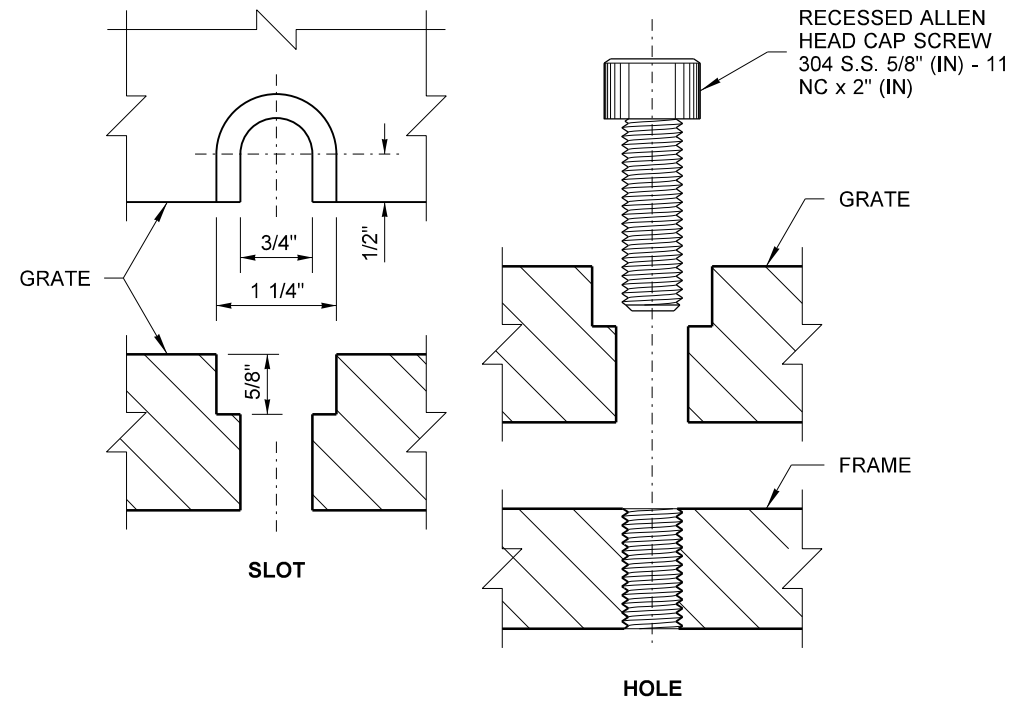
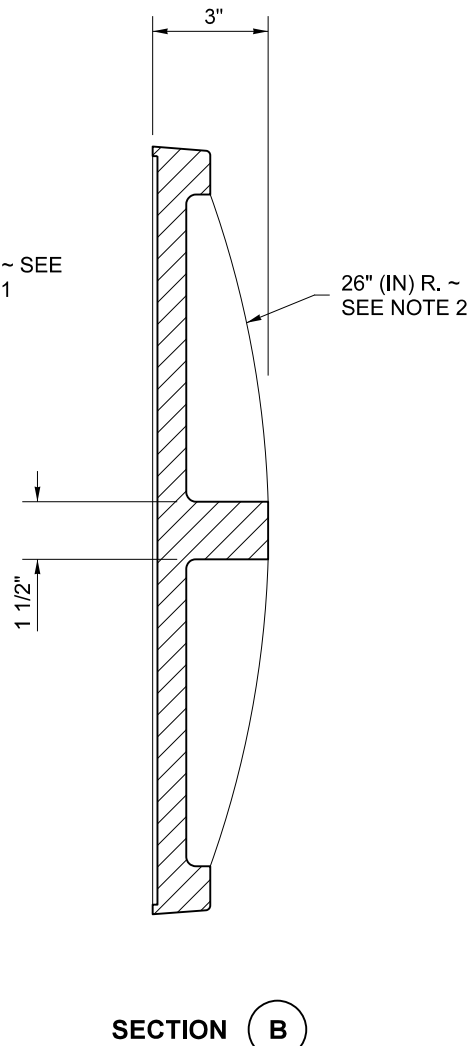
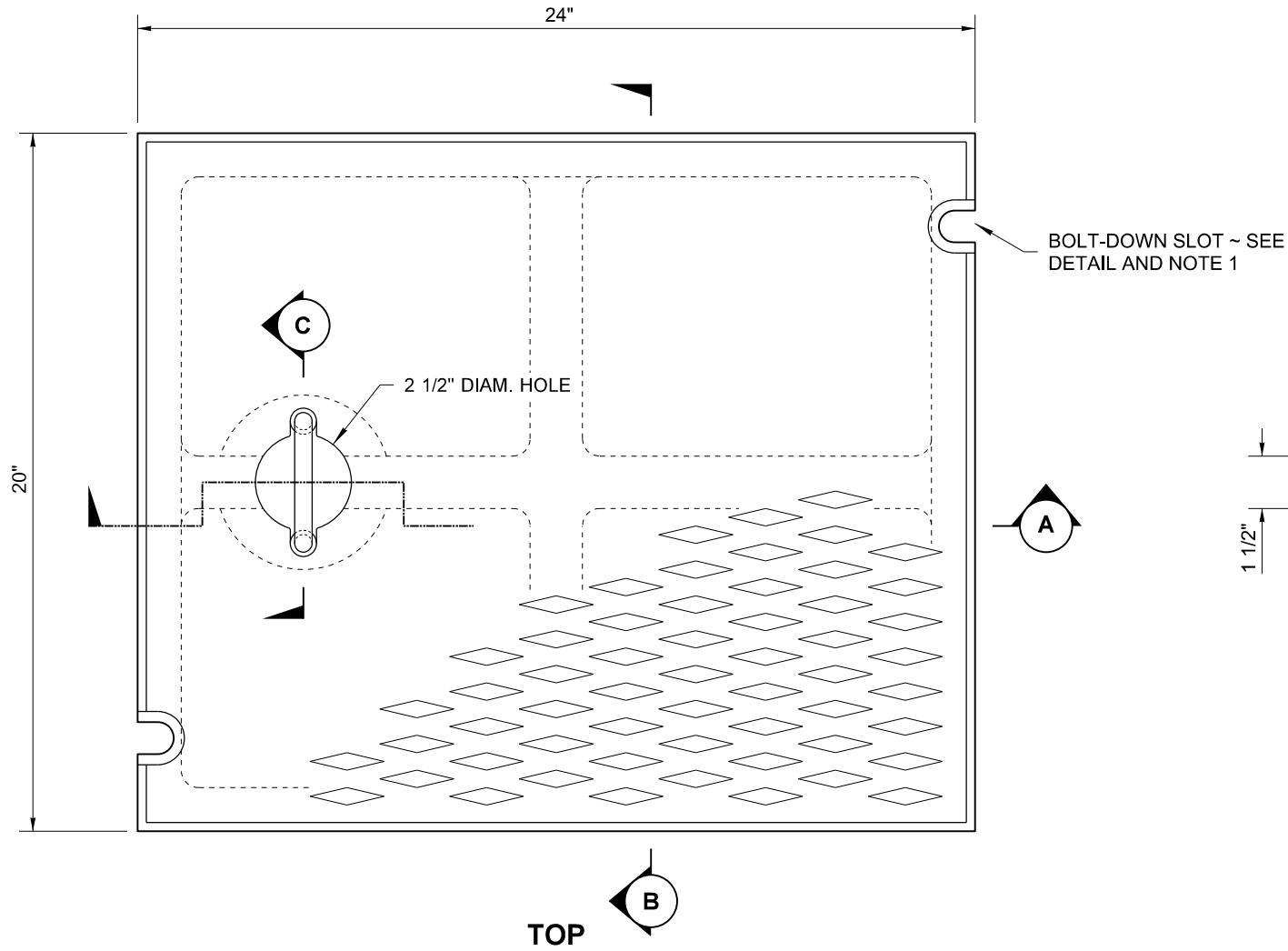


**MISCELLANEOUS DETAILS
FOR
DRAINAGE STRUCTURES
STANDARD PLAN B-30.90-02**

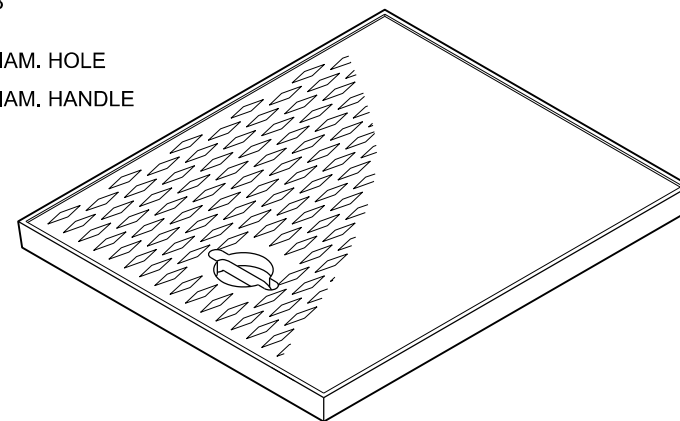
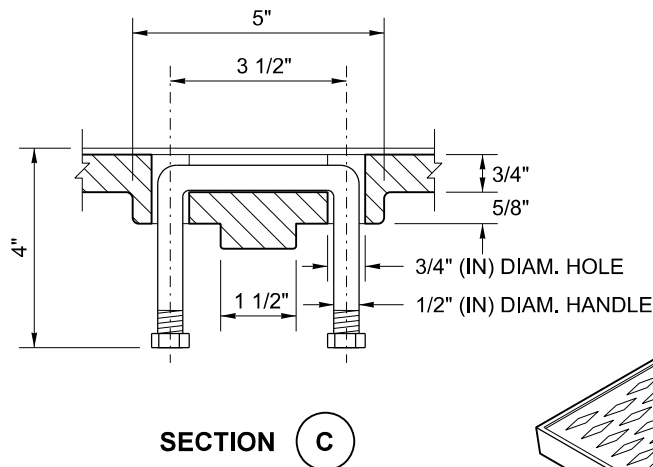
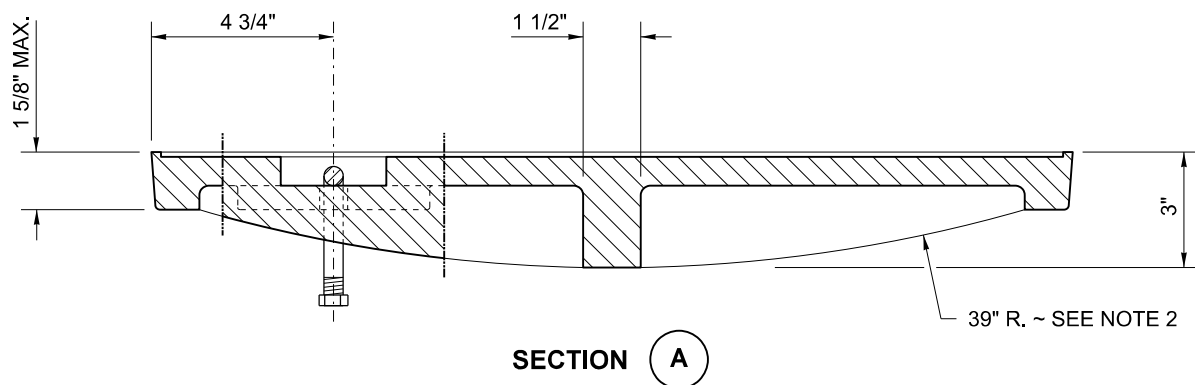
SHEET 1 OF 1 SHEET

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BOLT-DOWN DETAILS
SEE NOTE 1



**RECTANGULAR SOLID
METAL COVER**

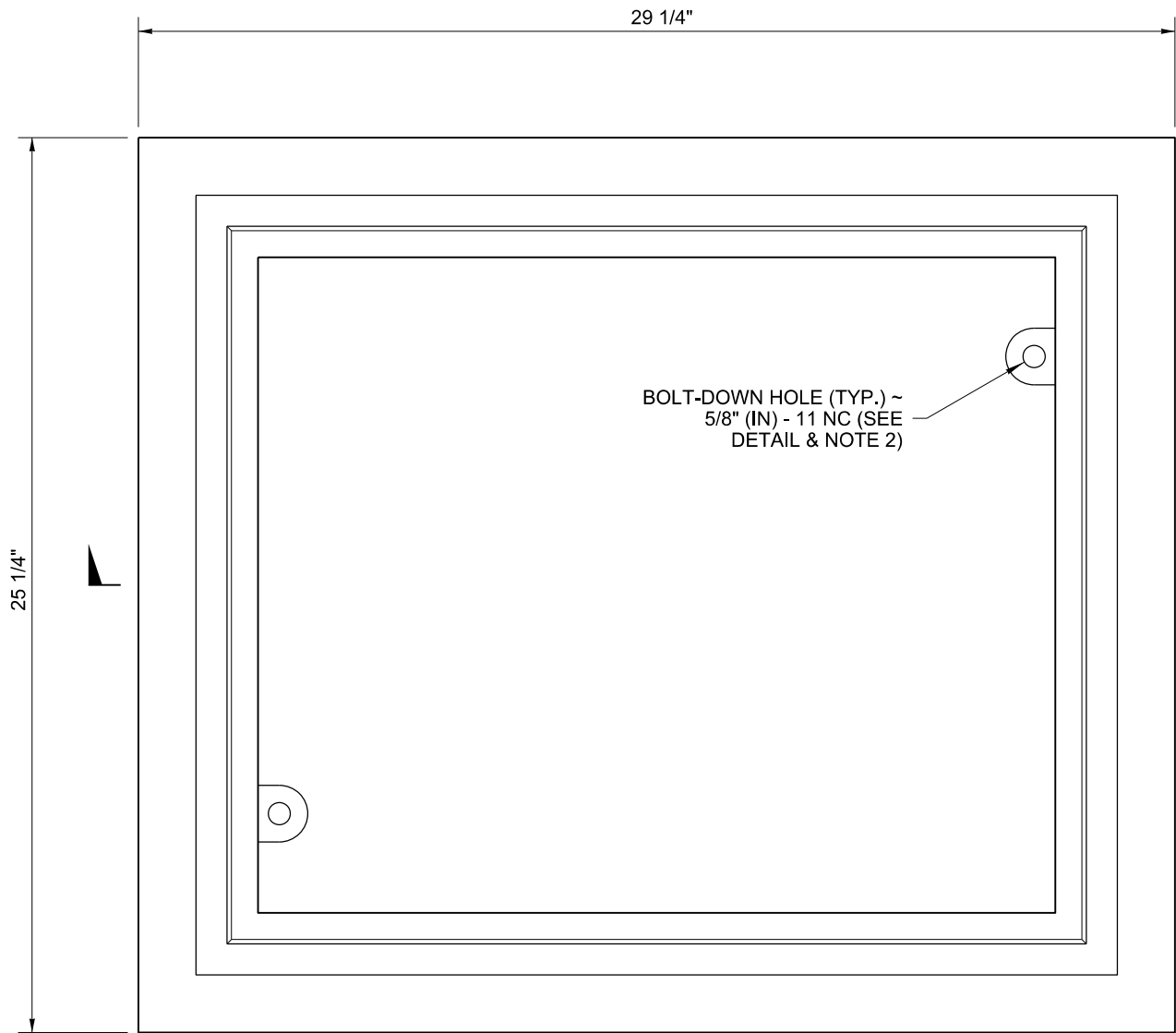
STANDARD PLAN B-30.20-04

SHEET 1 OF 1 SHEET

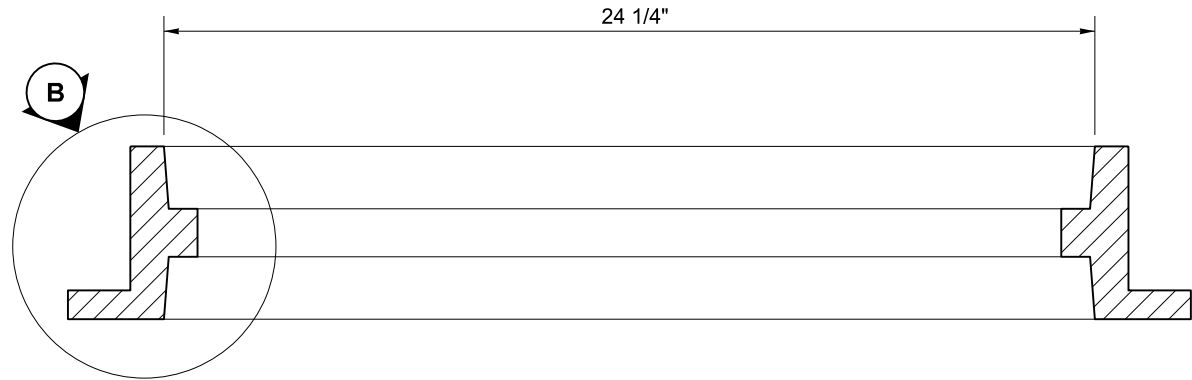
APPROVED FOR PUBLICATION

STATE DESIGN ENGINEER
Washington State Department of Transportation

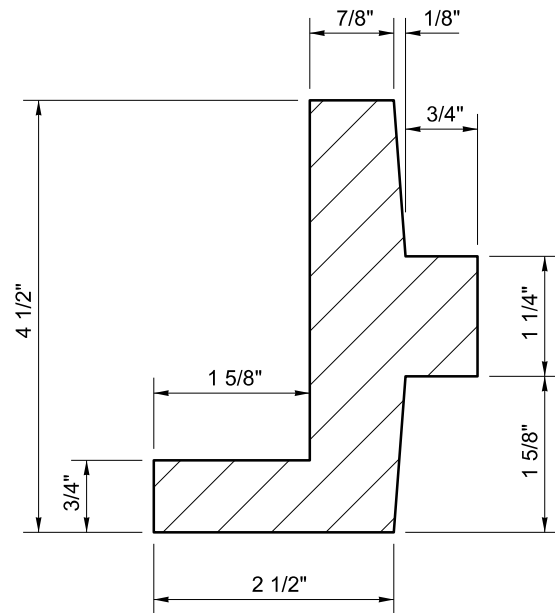
DRAWN BY: FERN LIDDELL



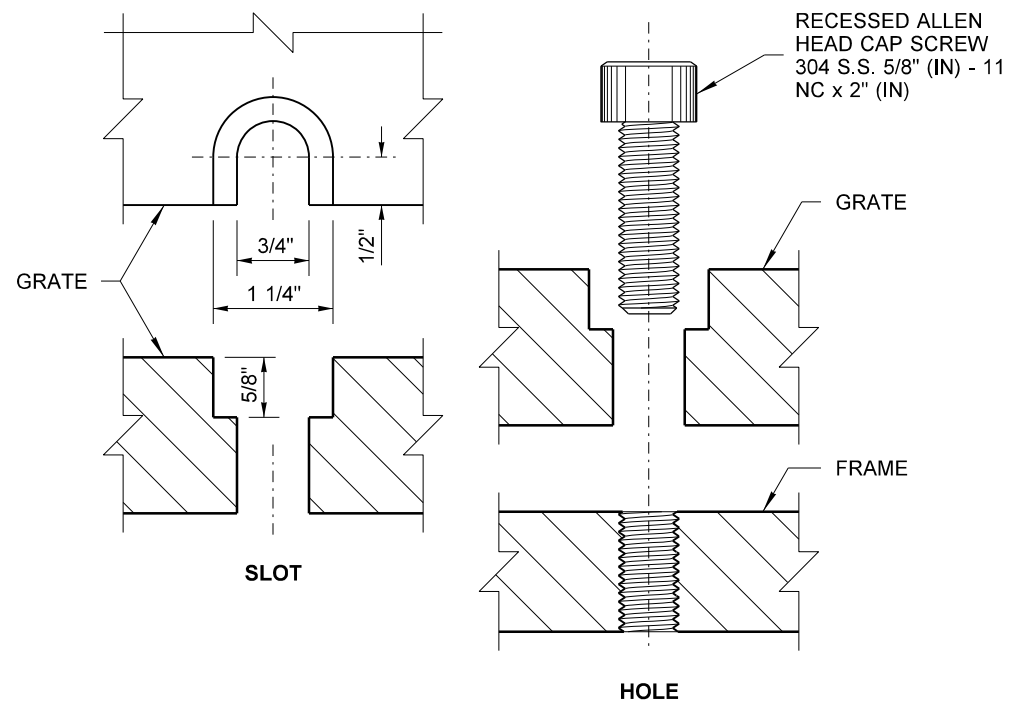
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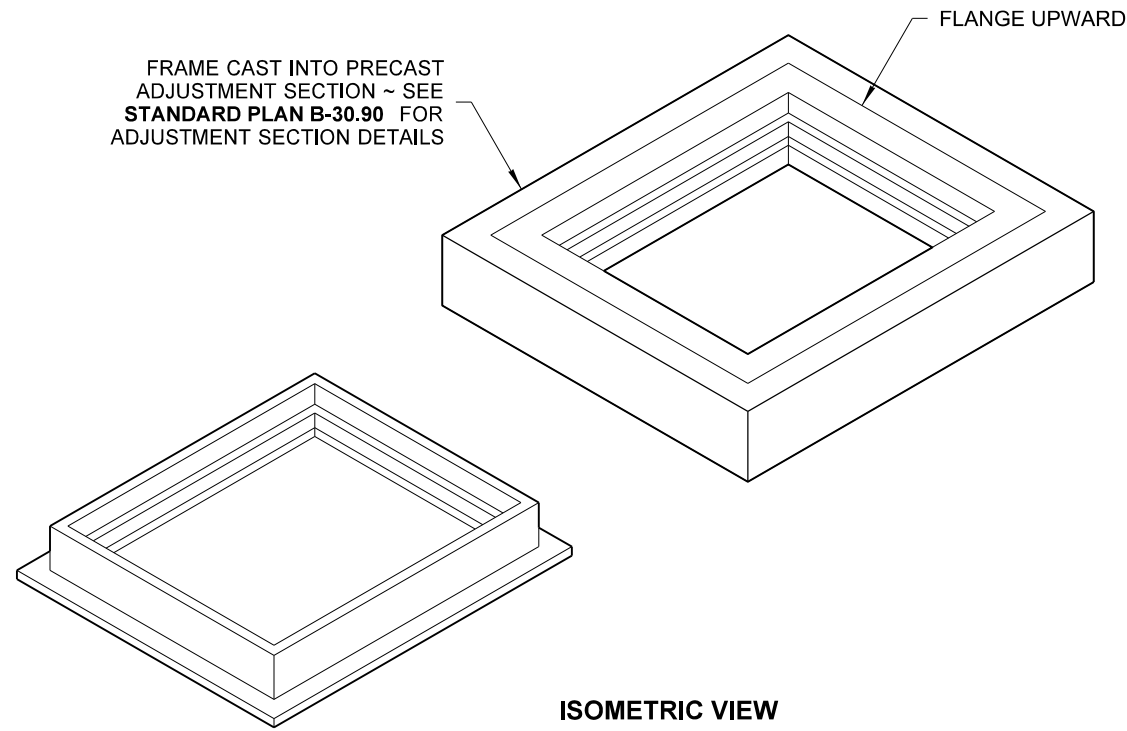
SECTION A



DETAIL B



BOLT-DOWN DETAILS
SEE NOTE 2



ISOMETRIC VIEW
SHOWING THE VARIATIONS

NOTES

1. This frame is designed to accommodate 20" (in) × 24" (in) grates or covers as shown on **Standard Plans B-30.20, B-30.30, B-30.40, and B-30.50.**
2. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC × 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
3. Refer to **Standard Specification Section 9-05.15** and **9-05.15(2)** for additional requirements.

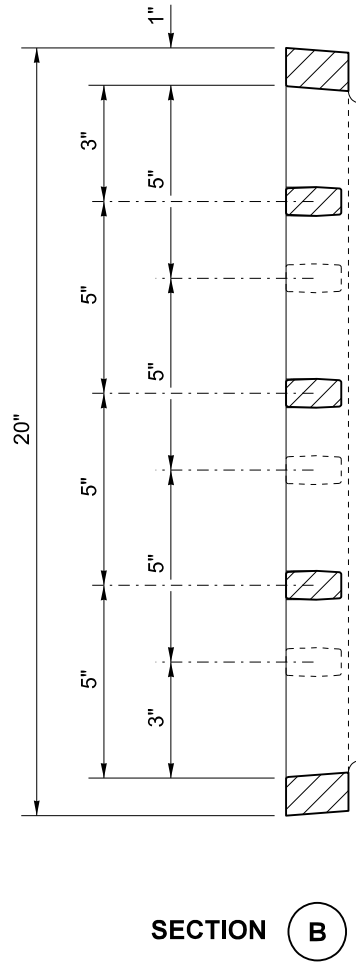
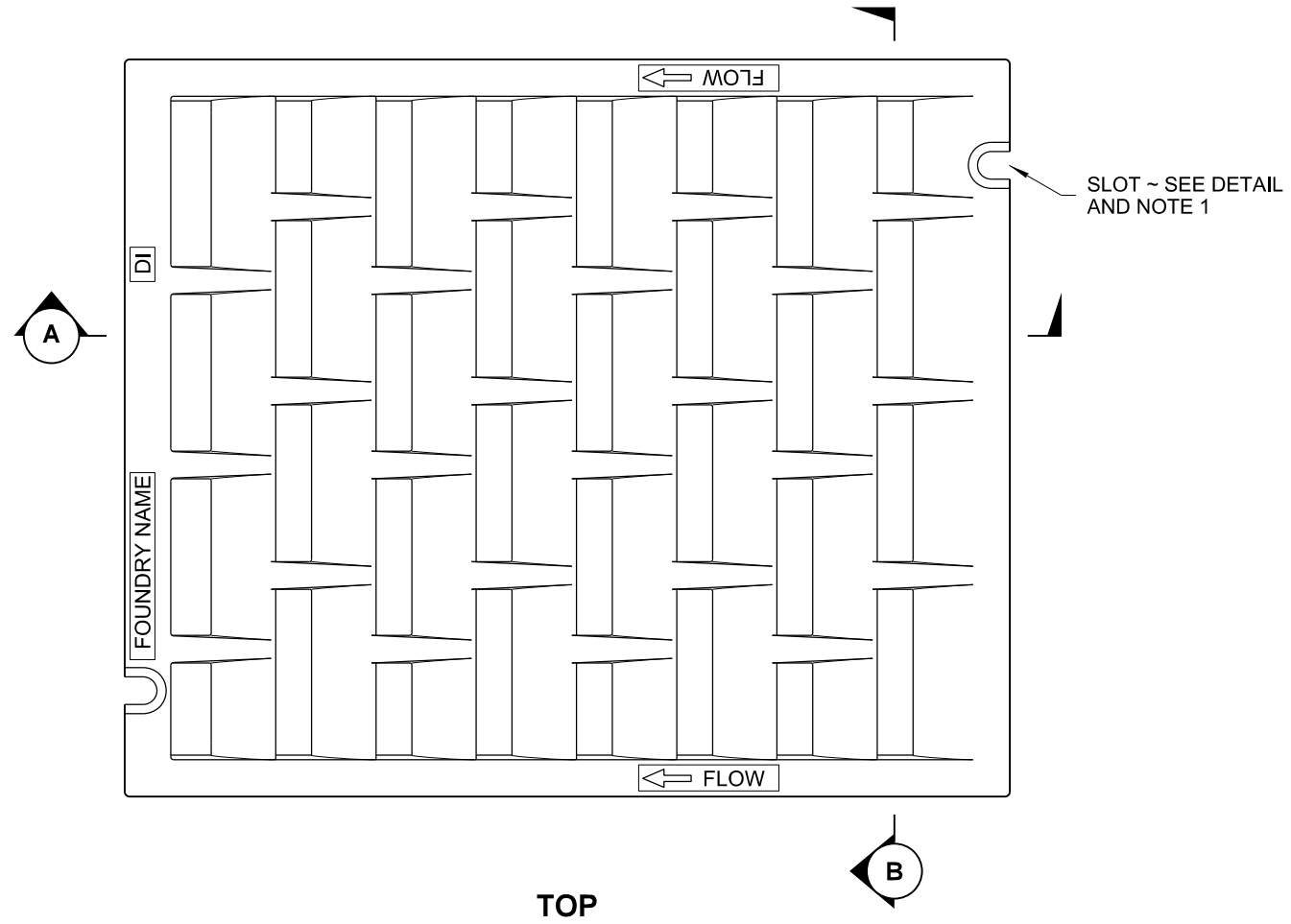


**RECTANGULAR FRAME
(REVERSIBLE)**
STANDARD PLAN B-30.10-03

SHEET 1 OF 1 SHEET

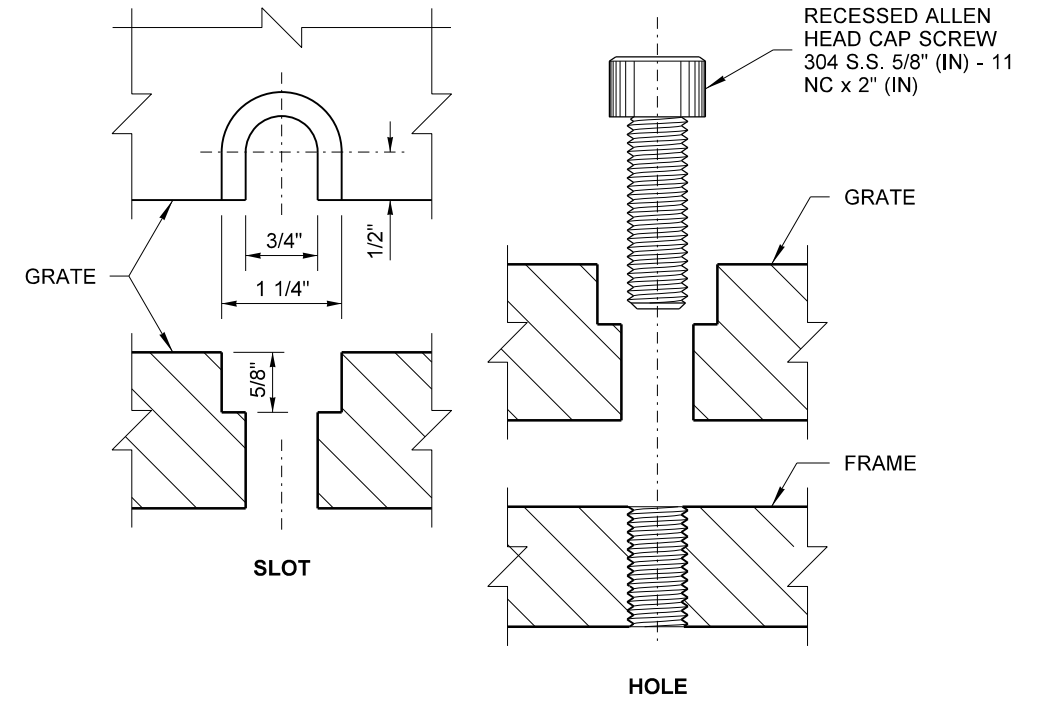
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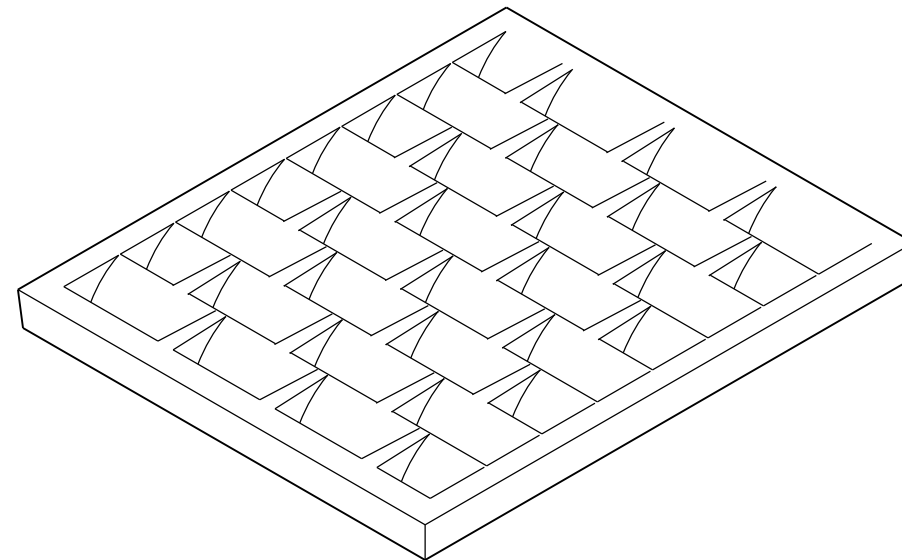
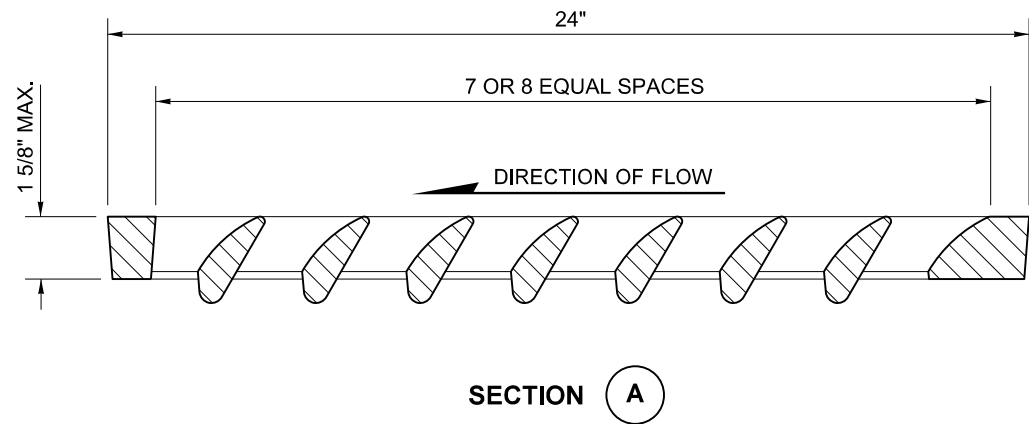


- ## NOTES

1. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
2. Refer to **Standard Specification Section 9-05.15** and **9-05.15(2)** for additional requirements.
3. For frame details, see **Standard Plan B-30.10**.



BOLT-DOWN DETAILS
SEE NOTE 1



ISOMETRIC



RECTANGULAR VANED GRATE

STANDARD PLAN B-30.30-03

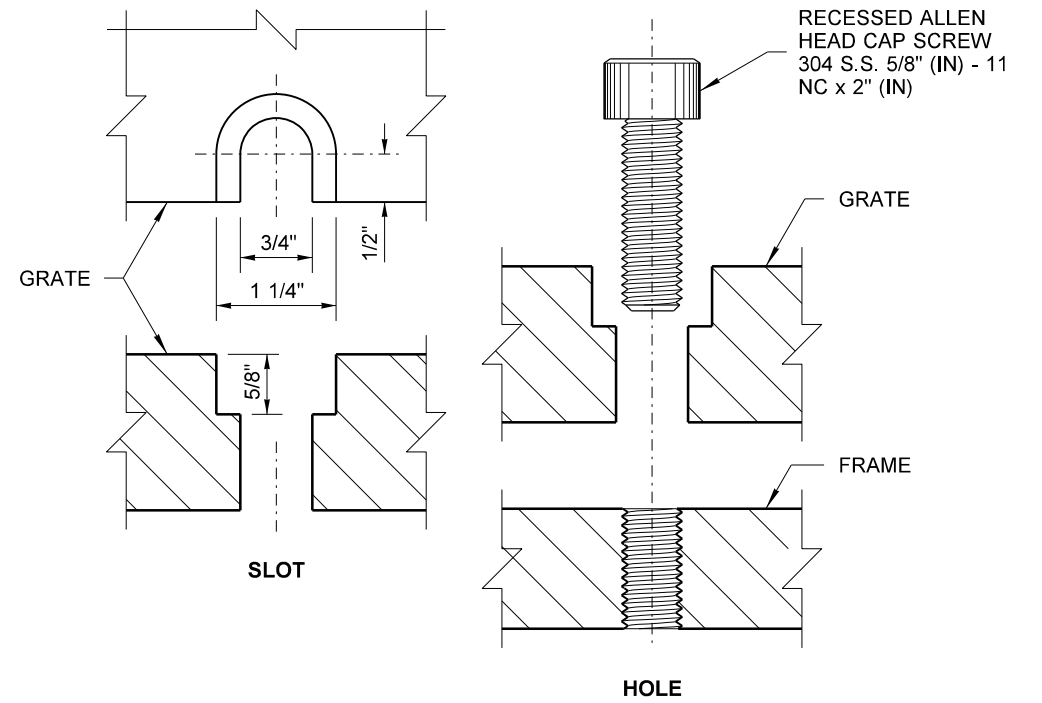
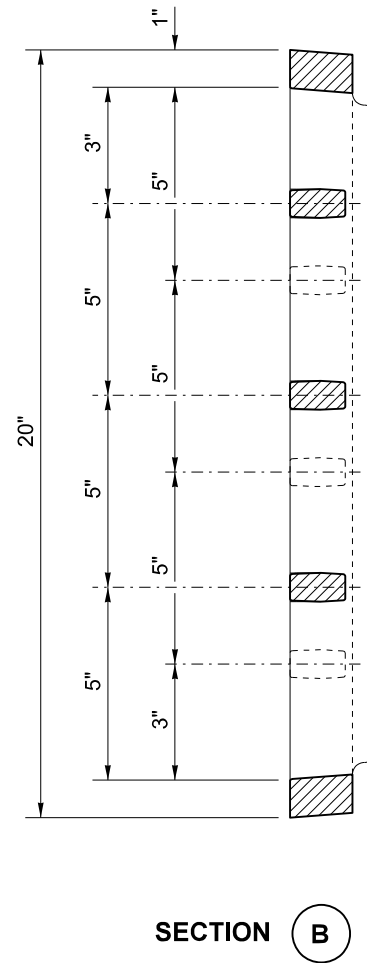
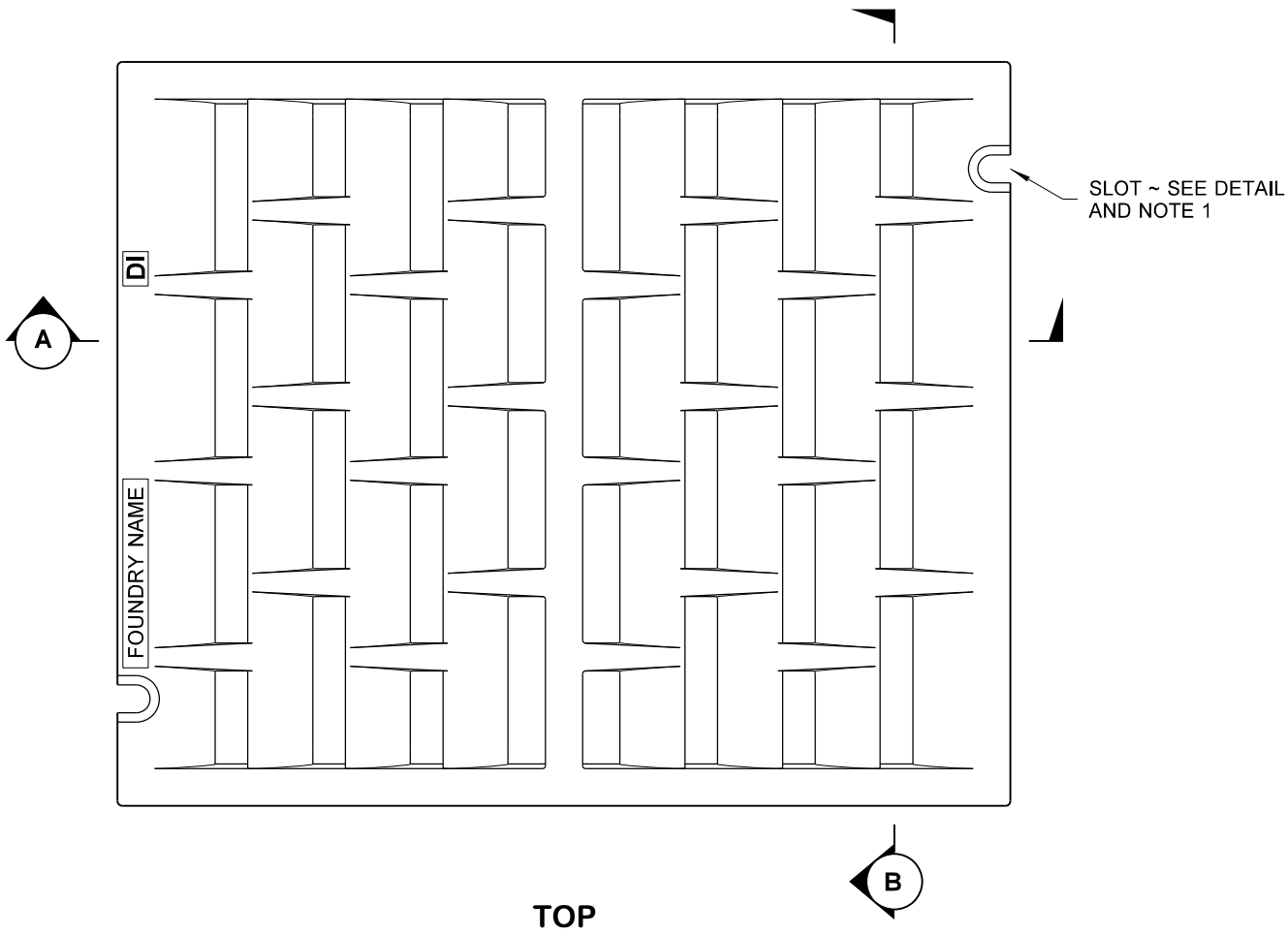
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

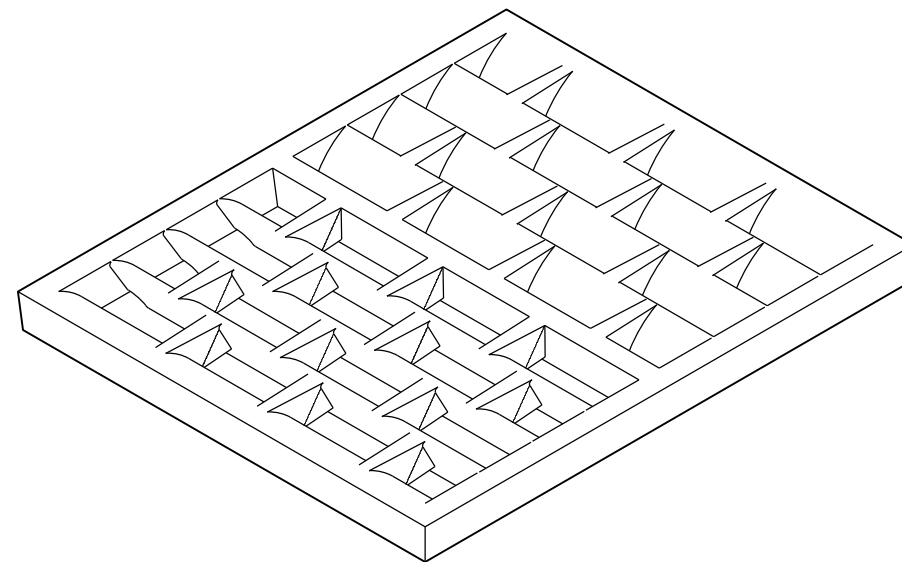
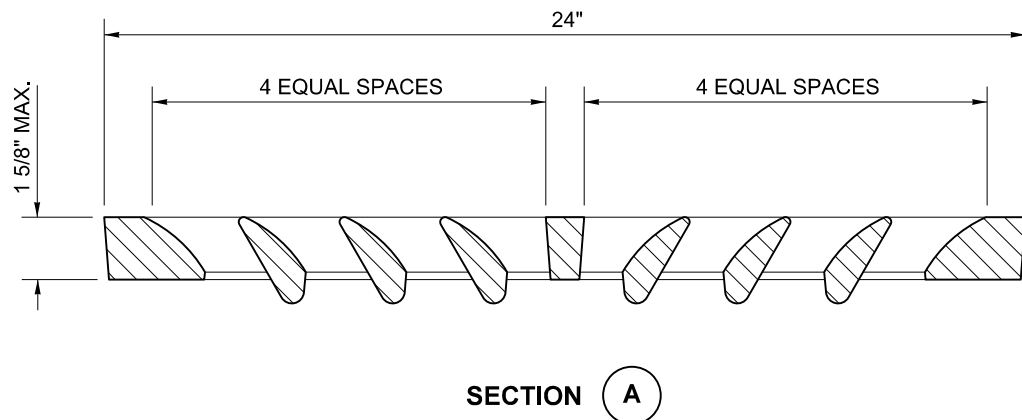
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BOLT-DOWN DETAILS
SEE NOTE 1



ISOMETRIC



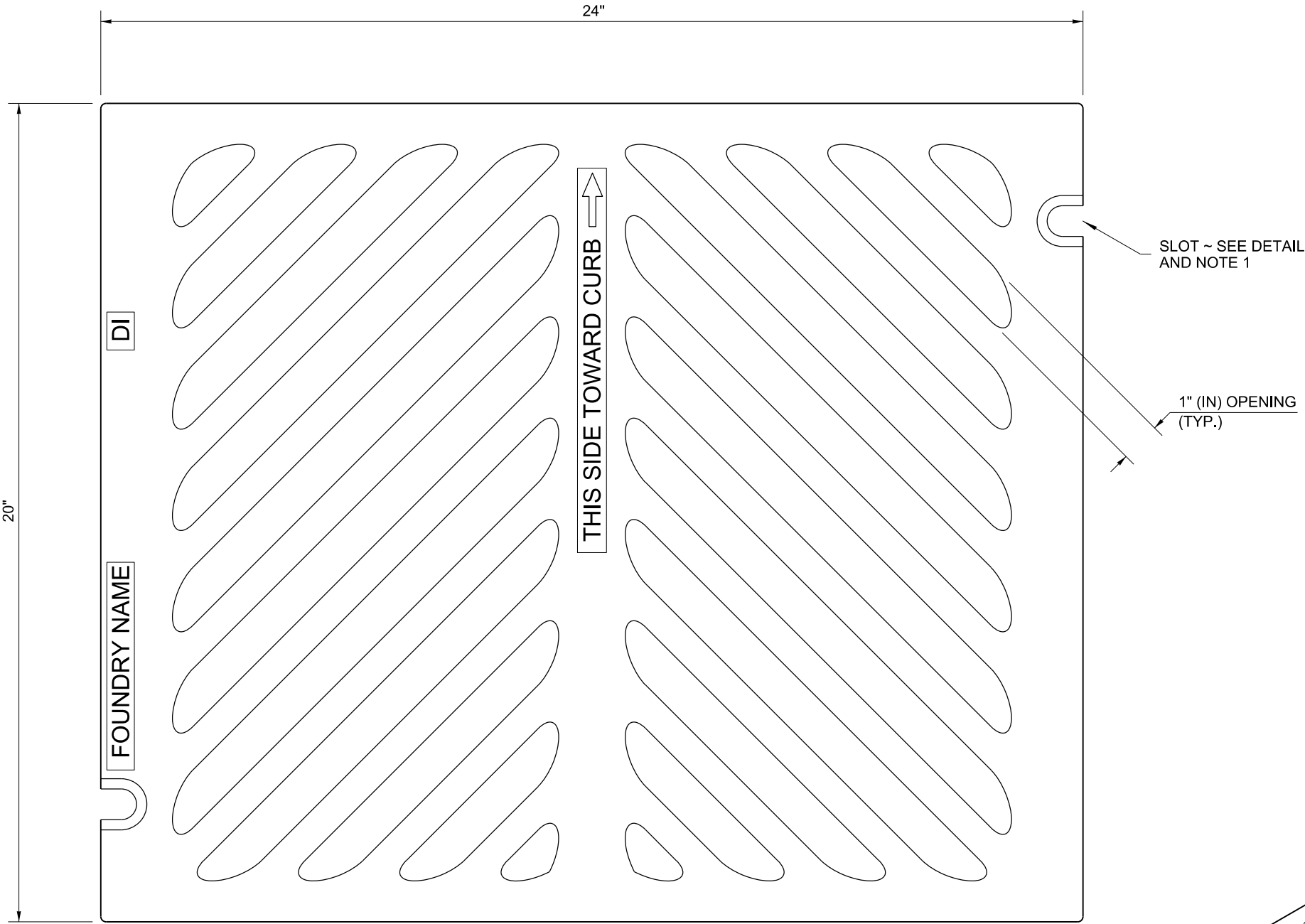
**RECTANGULAR
BI-DIRECTIONAL
VANED GRATE
STANDARD PLAN B-30.40-03**

SHEET 1 OF 1 SHEET

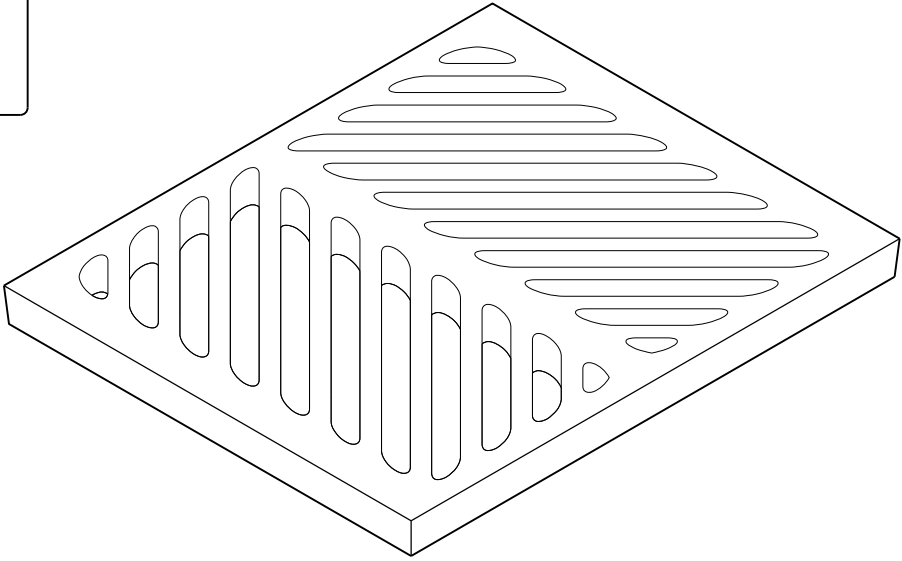
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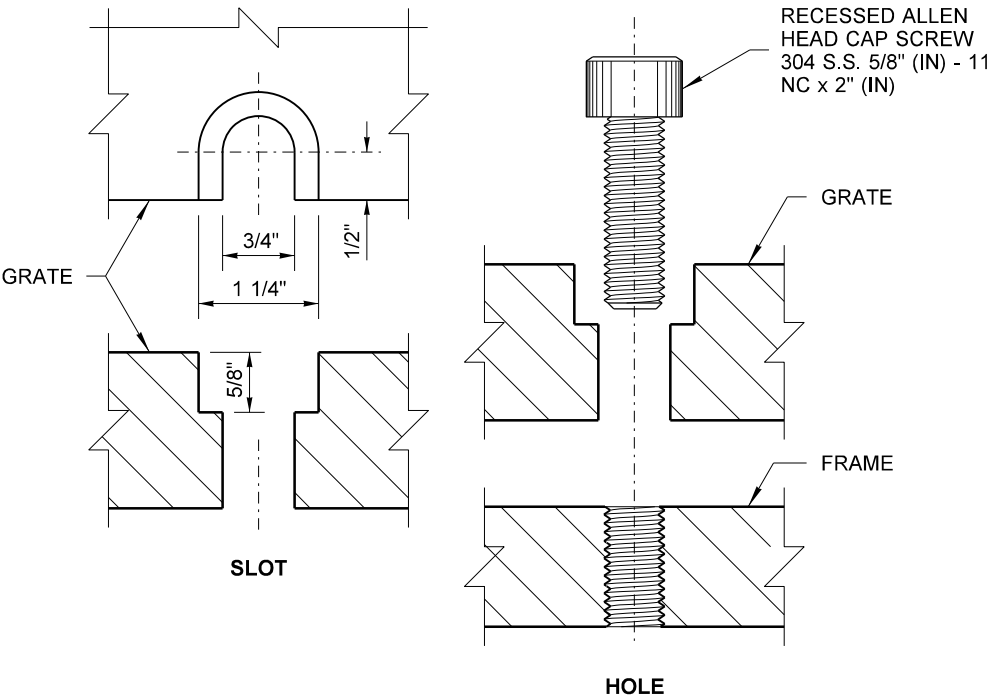
TOP



ISOMETRIC

NOTES

- 1. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 2 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S.) 5/8" (in) - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt-down holes varies by manufacturer.
- 2. Refer to **Standard Specification section 9-05.15**, and **9-05.15(2)** for additional requirements.
- 3. For frame details, see **Standard Plan B-30.10**.
- 4. The thickness of the grate shall not exceed 1 5/8" (in).



BOLT-DOWN DETAILS
SEE NOTE 1

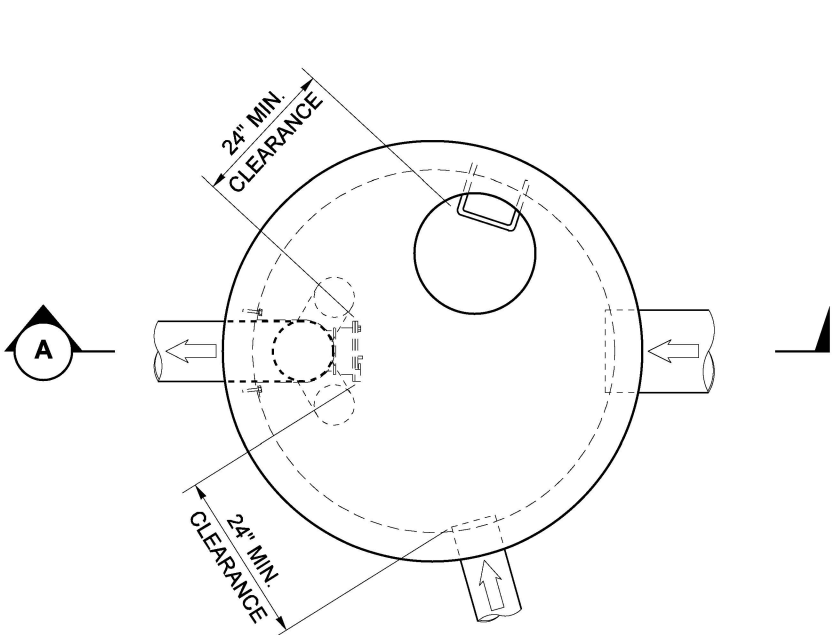


**RECTANGULAR
HERRINGBONE GRATE**
STANDARD PLAN B-30.50-03

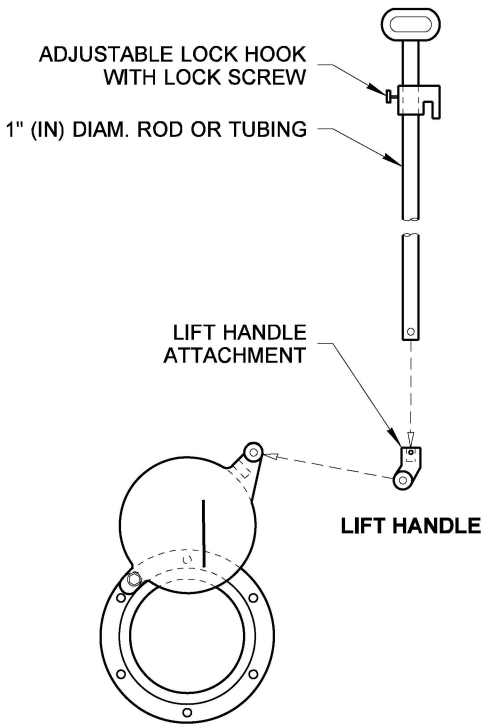
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

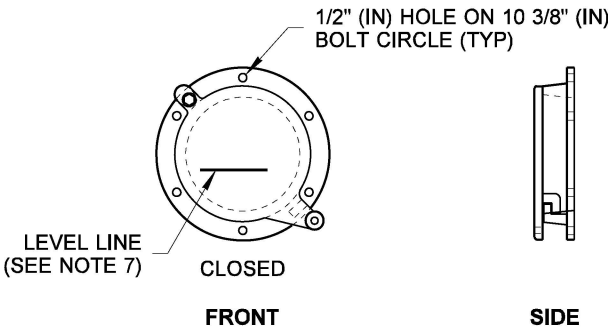
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Washington State Department of Transportation



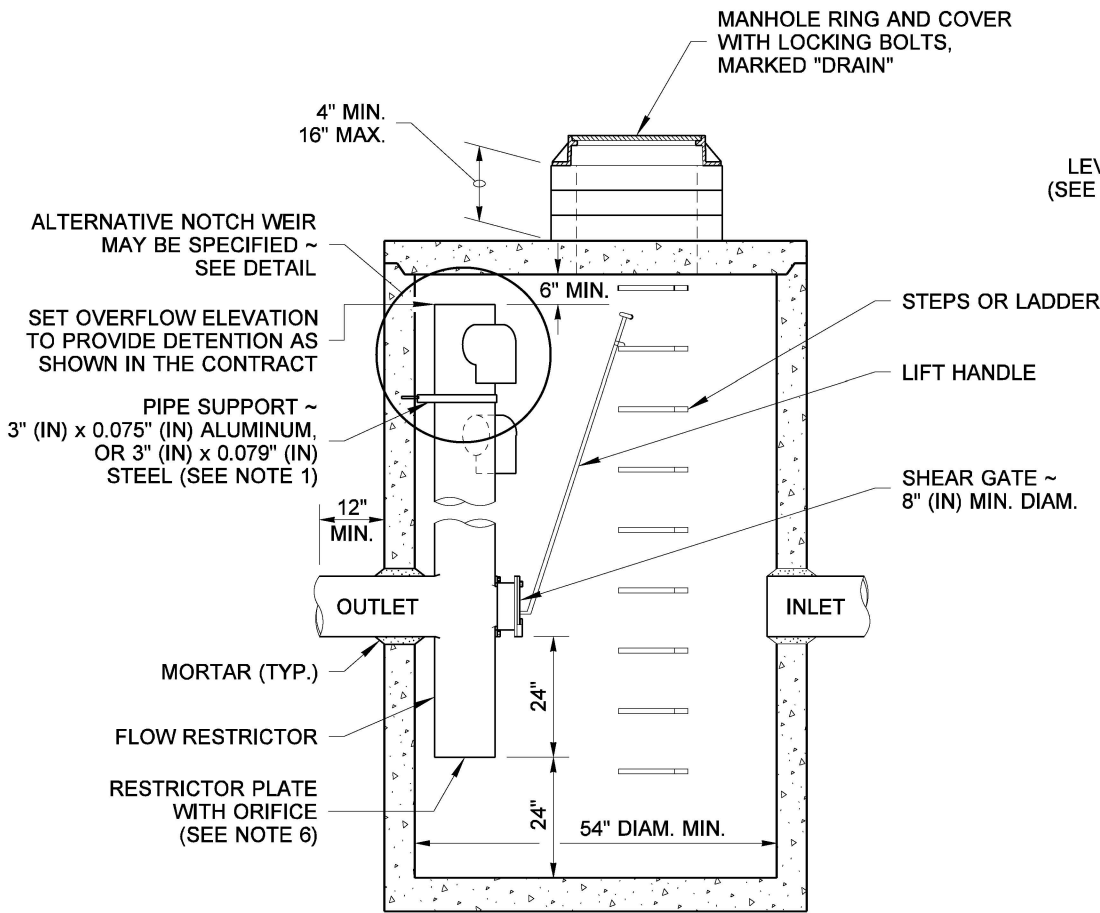
PLAN VIEW



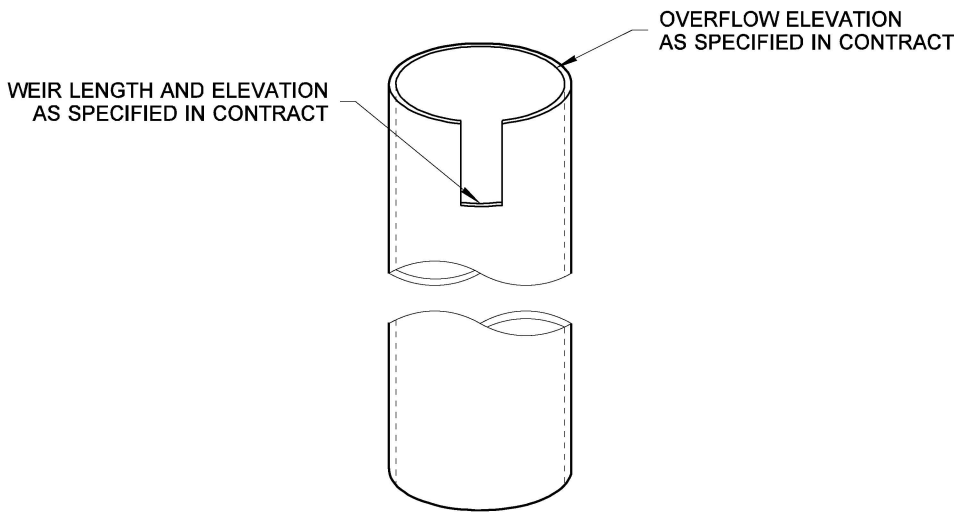
MAXIMUM OPENING



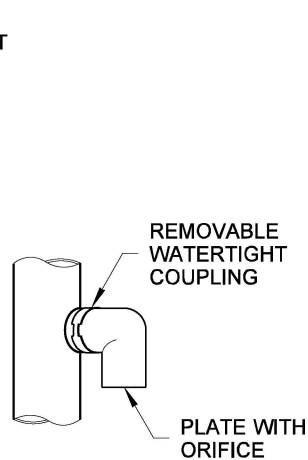
SHEAR GATE DETAILS



SECTION A



NOTCH WEIR DETAIL



ELBOW DETAIL

NOTES

1. The pipe supports and the flow restrictor shall be constructed of the same material and be anchored at a maximum spacing of 36" (in). Attach the pipe supports to the manhole with 5/8" (in) stainless steel expansion bolts or embed the supports into the manhole wall 2" (in).
2. The vertical riser stem of the flow restrictor shall be the same diameter as the horizontal outlet pipe with a minimum diameter of 12" (in).
3. The flow restrictor shall be fabricated from one of the following materials:
 - 0.060" (in) Corrugated Aluminum Alloy Drain Pipe
 - 0.064" (in) Corrugated Galvanized Steel Drain Pipe with Treatment 1
 - 0.064" (in) Corrugated Aluminized Steel Drain Pipe
 - 0.060" (in) Aluminum alloy flat sheet, in accordance with **ASTM B 209, 5052 H32 or EPS**
 - High Density Polyethylene Storm Sewer Pipe
4. The frame and ladder or steps are to be offset so that: the shear gate is visible from the top; the climb-down space is clear of the riser and gate; the frame is clear of the curb.
5. The multi-orifice elbows may be located as shown, or all placed on one side of the riser to assure ladder clearance. The size of the elbows and their placement shall be specified in the Contract.
6. Restrictor plate with orifice as specified in the Contract. The opening is to be cut round and smooth.
7. The shear gate shall be made of aluminum alloy in accordance with **ASTM B 26 and ASTM B 275, designation ZG32A**; or cast iron in accordance with **ASTM A 48, Class 30B**.

The lift handle shall be made of a similar metal to the gate (to prevent galvanic corrosion), it may be of solid rod or hollow tubing, with adjustable hook as required.

A neoprene rubber gasket is required between the riser mounting flange and the gate flange.

Install the gate so that the level-line mark is level when the gate is closed.

The mating surfaces of the lid and the body shall be machined for proper fit.

All shear gate bolts shall be stainless steel.
8. The shear gate maximum opening shall be controlled by limited hinge movement, a stop tab, or some other device.
9. Alternative shear gate designs are acceptable if material specifications are met.



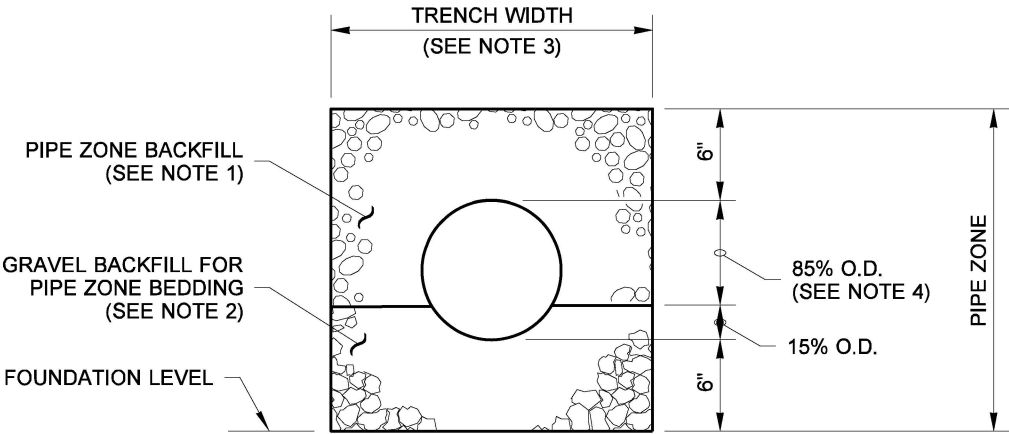
Aug 17, 2021

**CATCH BASIN TYPE 2
WITH FLOW RESTRICTOR
STANDARD PLAN B-10.40-02**

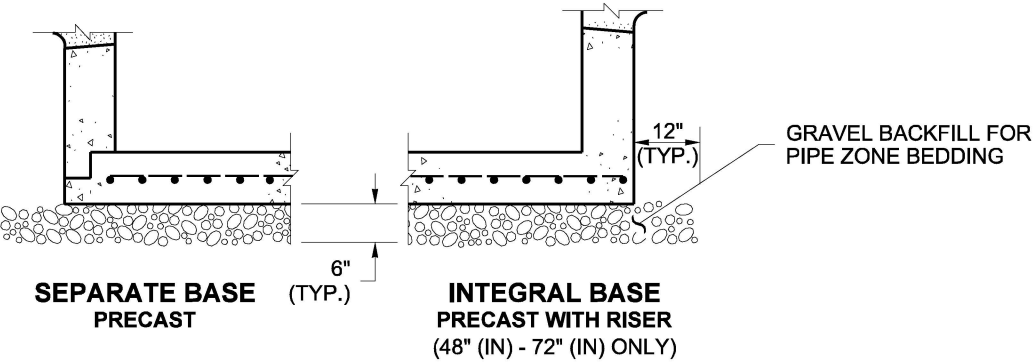
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
Aug 17, 2021
STATE DESIGN ENGINEER
Washington State Department of Transportation

DRAWN BY: FERN LIDDELL

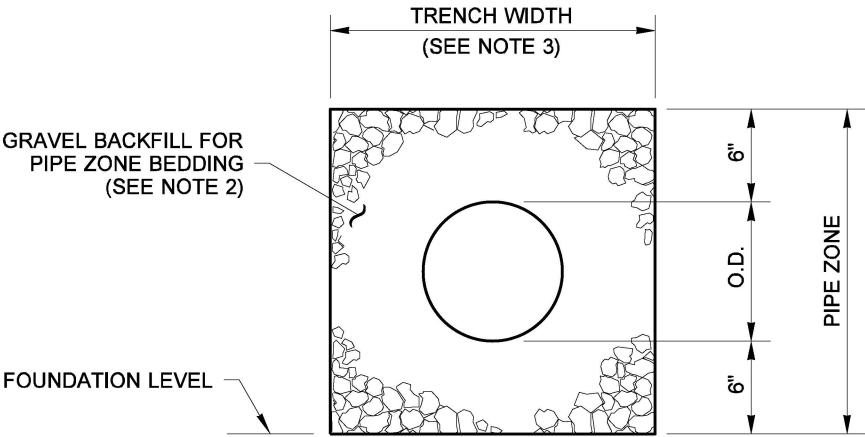


CONCRETE AND DUCTILE IRON PIPE

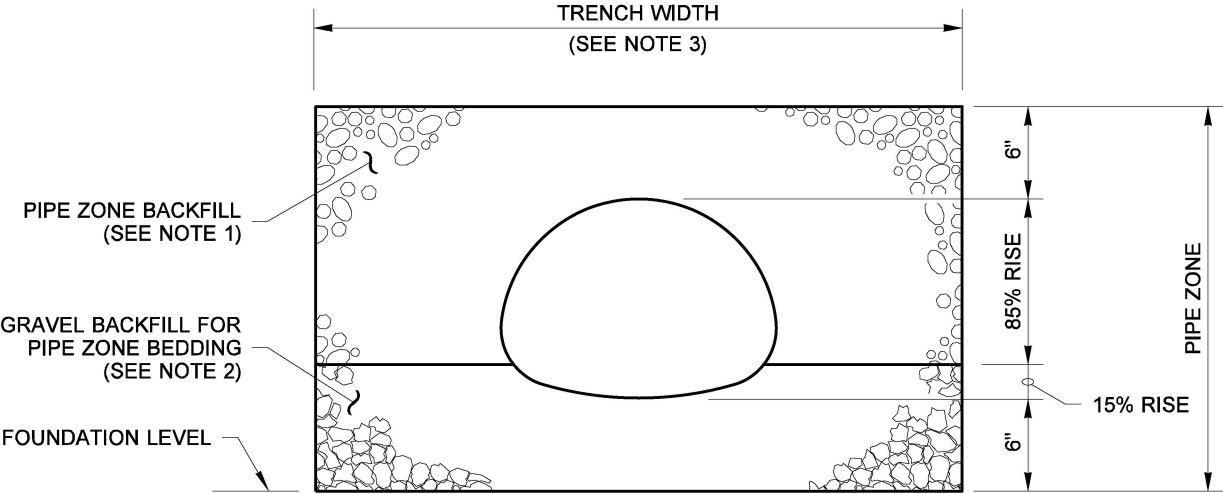


TYPICAL CONDITION FOR DRAINAGE STRUCTURE

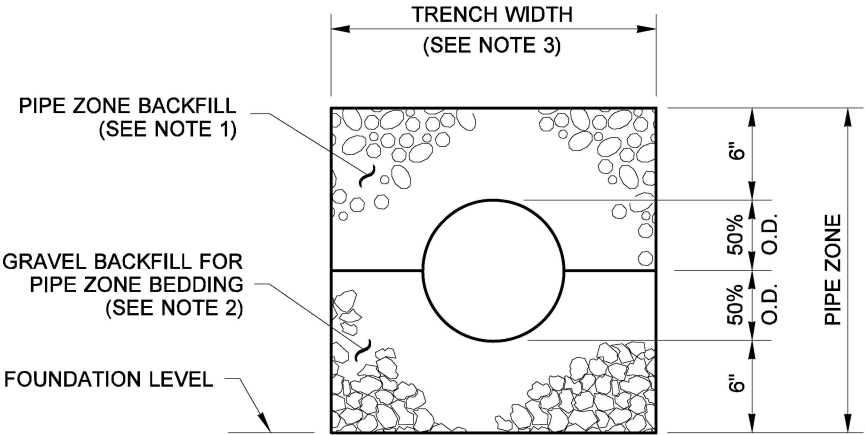
THIS DETAIL APPLIES TO STANDARD PLANS B-5.20, B-5.40, B-5.60, B-10.20, B-10.40, B-15.20, B-15.40, B-15.60, B-25.20, B-25.60, B-35.20 AND B-35.40.



THERMOPLASTIC PIPE



PIPE ARCHES



METAL AND STEEL RIB
REINFORCED POLYETHYLENE PIPE

CLEARANCE BETWEEN PIPES FOR MULTIPLE INSTALLATIONS		
PIPE	SIZE	MINIMUM DISTANCE BETWEEN BARRELS
CIRCULAR PIPE (DIAMETER)	UP TO 48"	24"
METAL PIPE ARCH (SPAN)	48" AND LARGER	DIAMETER/2 OR 36" WHICHEVER IS LESS



Aug 17, 2021

PIPE ZONE BEDDING
AND BACKFILL
STANDARD PLAN B-55.20-03

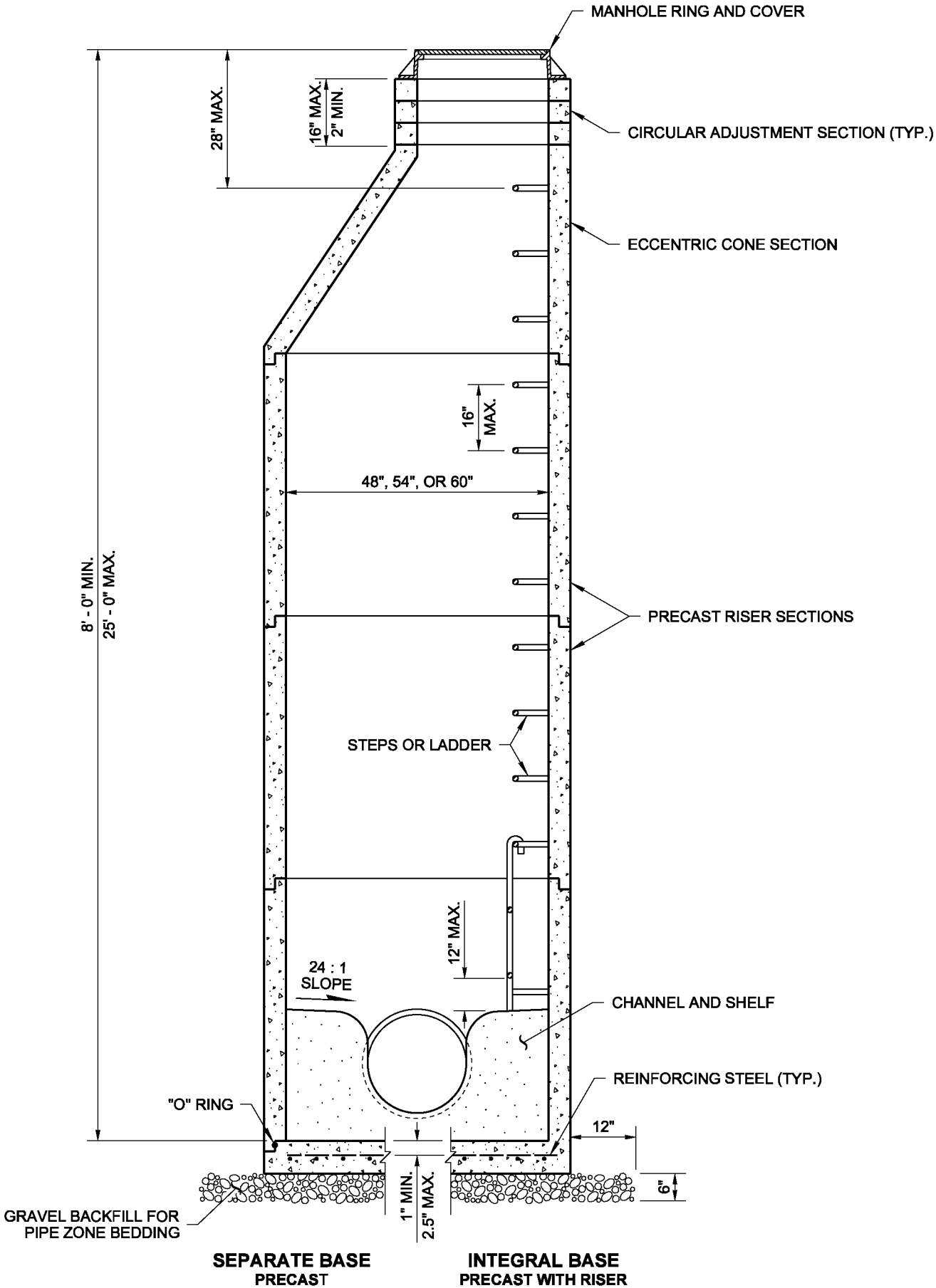
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Aug 17, 2021

STATE DESIGN ENGINEER

Washington State Department of Transportation



NOTES

- Knockouts shall have a wall thickness of 2" minimum to 2.5" maximum.
- For pipe allowances, see **Standard Plan B-10.20**.

MANHOLE DIMENSION TABLE				
DIAM.	MIN. WALL THICKNESS	MIN. BASE THICKNESS	MAXIMUM KNOCKOUT SIZE	MINIMUM DISTANCE BETWEEN KNOCKOUTS
48"	4"	6"	36"	8"
54"	4.5"	8"	42"	8"
60"	5"	8"	48"	8"



NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT BUT AN ELECTRONIC DUPLICATE. THE ORIGINAL, SIGNED BY THE ENGINEER, MUST BE KEPT ON FILE WITH THE PROJECT RECORDS. A COPY MAY BE OBTAINED UPON REQUEST.

MANHOLE TYPE 1

STANDARD PLAN B-15.20-01

SHEET 1 OF 1 SHEET

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Pasco Bakotich III

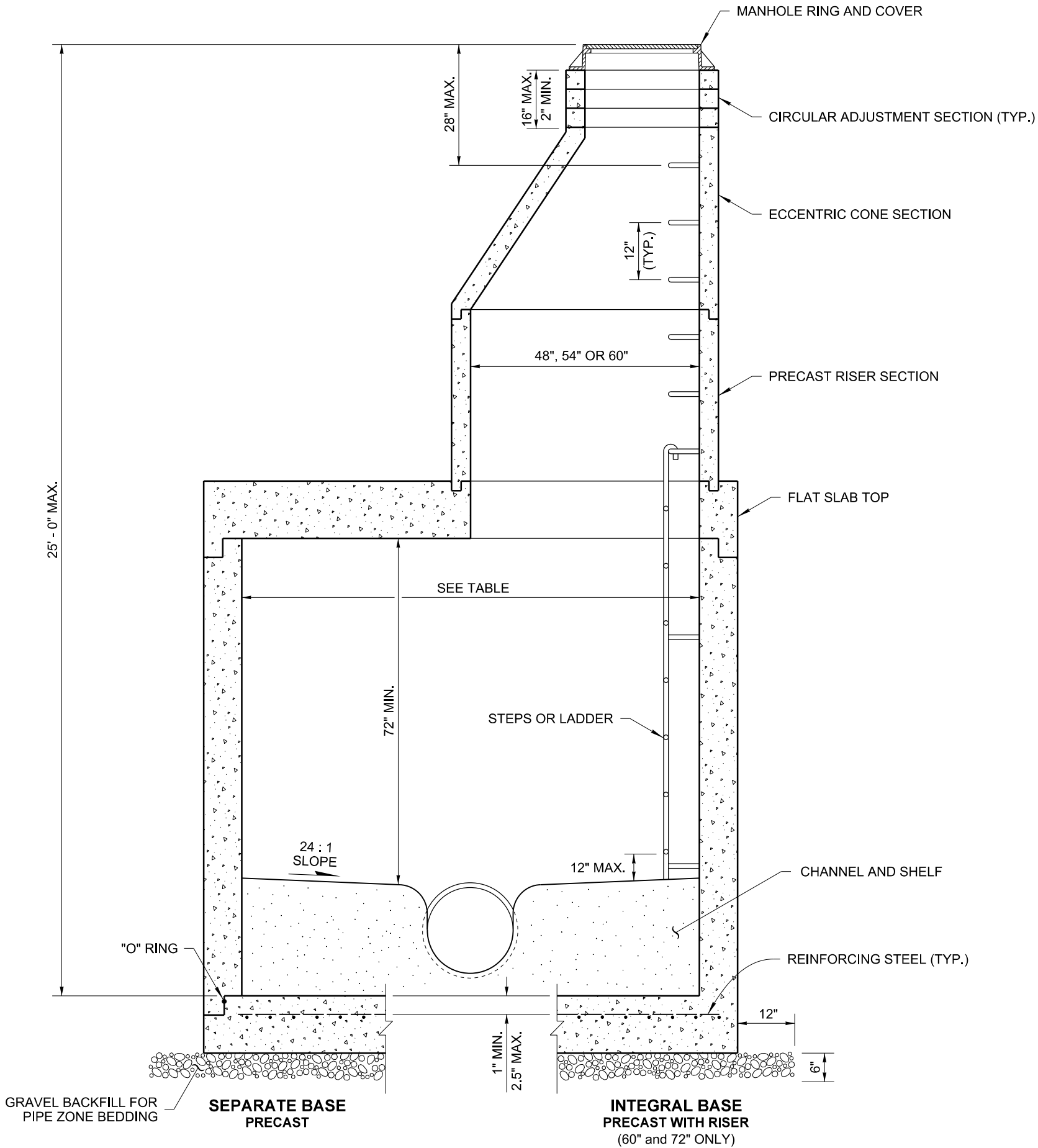
02-07-12

STATE DESIGN ENGINEER

DATE



Washington State Department of Transportation



NOTES

- Knockouts shall have a wall thickness of 2" minimum to 2.5" maximum.
- For pipe allowances, see **Standard Plan B-10.20**.

MANHOLE DIMENSION TABLE				
DIAM.	MIN. WALL THICKNESS	MIN. BASE THICKNESS	MAXIMUM KNOCKOUT SIZE	MINIMUM DISTANCE BETWEEN KNOCKOUTS
60"	5"	8"	48"	8"
72"	6"	8"	60"	12"
84"	8"	12"	72"	12"
96"	8"	12"	84"	12"
120"	10"	12"	96"	12"
144"	12"	12"	108"	12"



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MANHOLE TYPE 2

STANDARD PLAN B-15.40-01

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Pasco Bakotich III

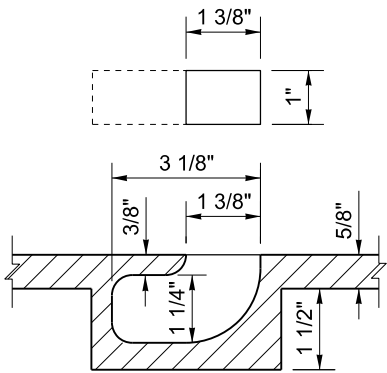
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STATE DESIGN ENGINEER

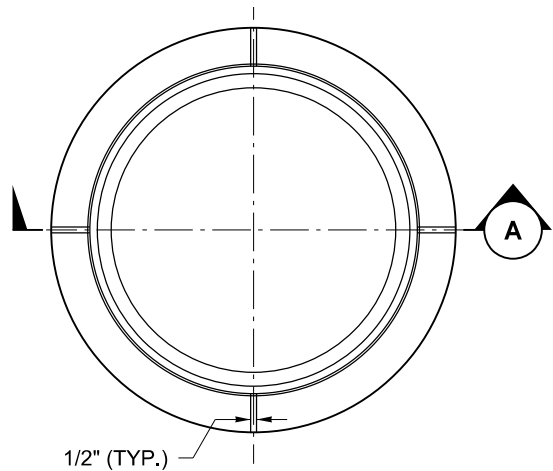
DATE



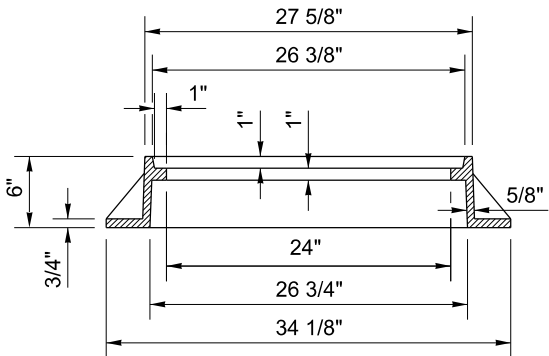
Washington State Department of Transportation



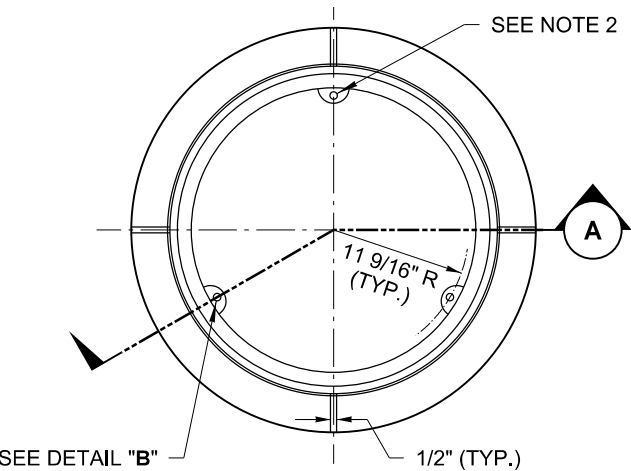
BLIND PICK NOTCH
DETAIL "A"



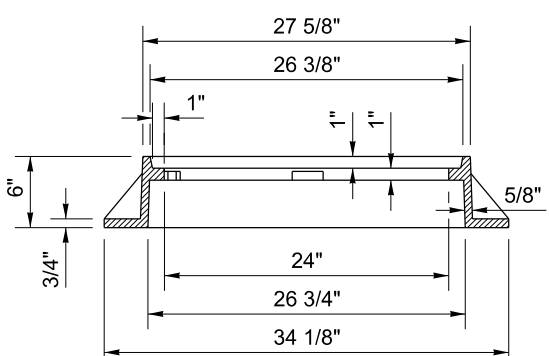
RING PLAN



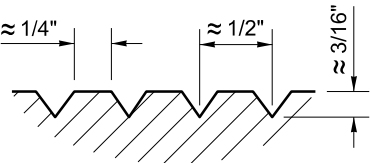
RING SECTION A



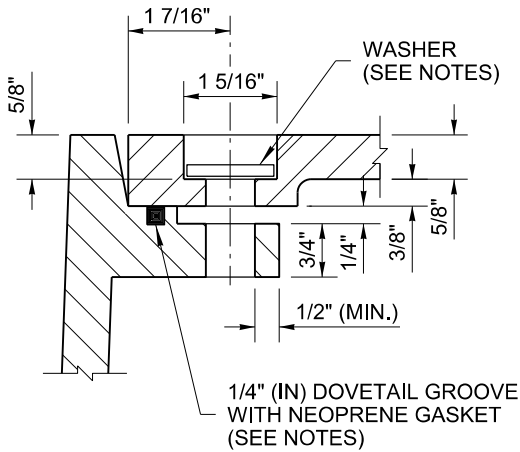
RING PLAN



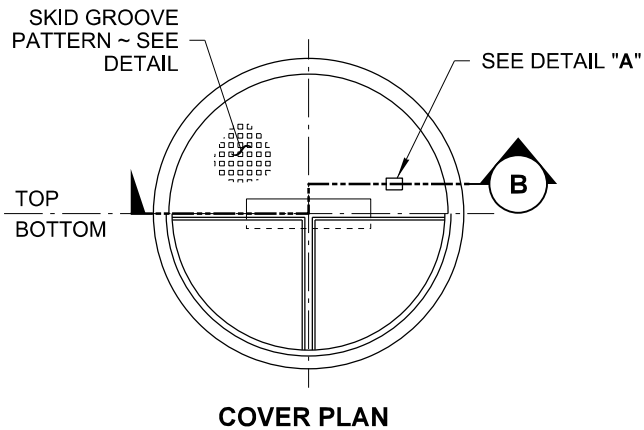
RING SECTION A



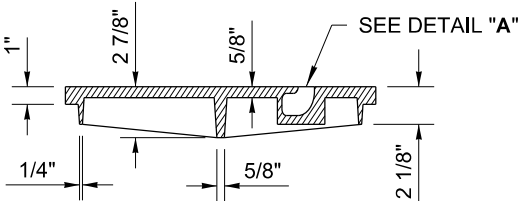
SKID GROOVE PATTERN
DETAIL



BOLT-DOWN / WATERTIGHT
DETAIL "B"

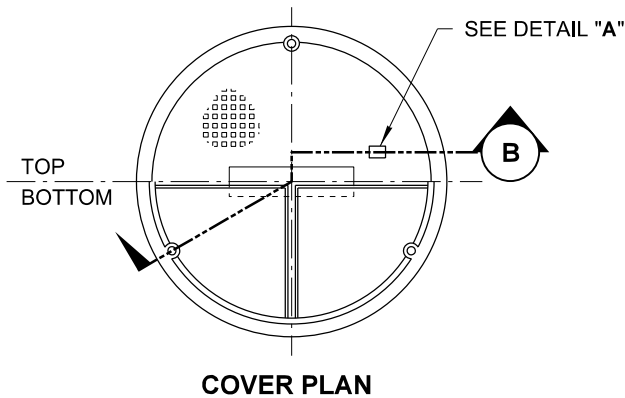


COVER PLAN

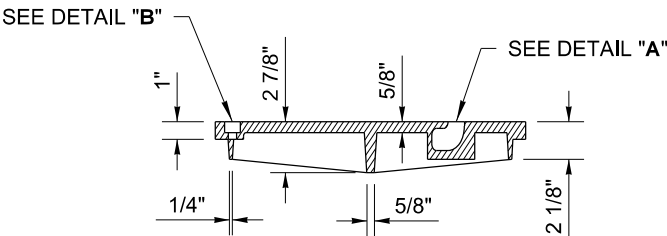


COVER SECTION B
(SEE NOTE 7)

STANDARD
TYPE 1

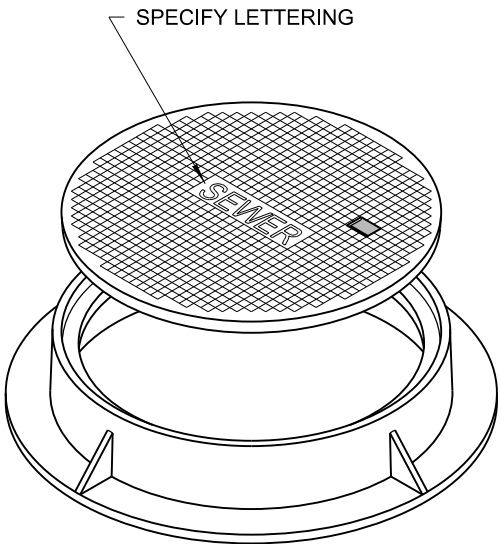


COVER PLAN



COVER SECTION B
(SEE NOTE 7)

BOLT-DOWN / WATERTIGHT
TYPE 2



ISOMETRIC VIEW

NOTES

1. The gasket and groove may be in the seat (frame) or in the underside of the cover. The gasket may be "T" shaped in section. The groove may be cast or machined.
2. Bolt-down capability is required on all frames, grates, and covers, unless specified otherwise in the Contract. Provide 3 holes in the frame that are vertically aligned with the grate or cover slots. The frame shall accept the 304 Stainless Steel (S.S) 5/8" - 11 NC x 2" (in) allen head cap screw by being tapped, or other approved mechanism. Location of bolt down holes varies by manufacturer.
3. For bolt-down manhole ring and covers that are not designated "Watertight," the neoprene gasket, groove, and washer are not required.
4. Washer shall be neoprene (Detail "B").
5. In lieu of blind pick notch for manhole covers, a single 1" (in) pick hole is acceptable. Hole location and number of holes may vary by manufacturer.
6. Alternative reinforcing designs are acceptable in lieu of the rib design.
7. For clarity, the vertical scale of the Cover Section has been exaggerated, it is 1.5 times the horizontal scale (1H:1.5V).



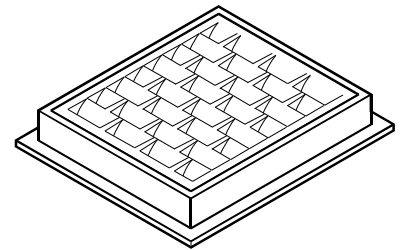
CIRCULAR FRAME (RING)
AND COVER

STANDARD PLAN B-30.70-04

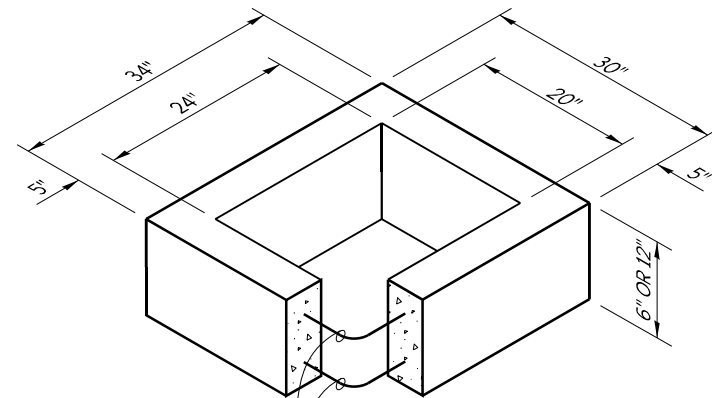
SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION



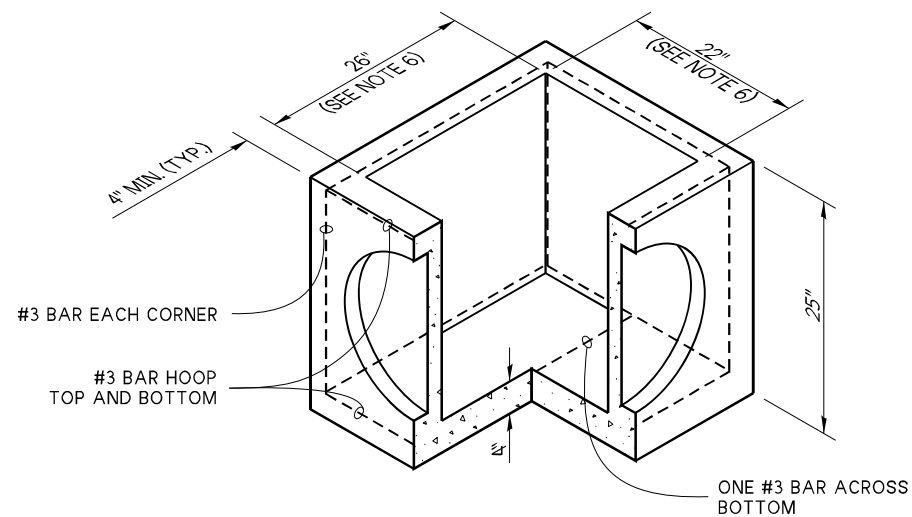


FRAME AND VANED GRATE



ONE #3 BAR HOOP FOR 6" (IN) HEIGHT
TWO #3 BAR HOOPS FOR 12" (IN) HEIGHT

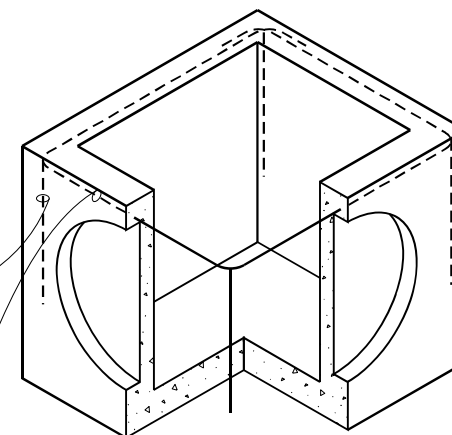
RECTANGULAR ADJUSTMENT SECTION



PRECAST BASE SECTION

PIPE ALLOWANCES	
PIPE MATERIAL	MAXIMUM INSIDE DIAMETER (INCHES)
REINFORCED OR PLAIN CONCRETE	12"
ALL METAL PIPE	15"
CPSSP * (STD. SPEC. SECT. 9-05.20)	12"
POLYPROPYLENE (STD. SPEC. SECT. 9-05.24)	12"
SOLID WALL PVC (STD. SPEC. SECT. 9-05.12(1))	15"
PROFILE WALL PVC (STD. SPEC. SECT. 9-05.12(2))	15"

* CORRUGATED POLYETHYLENE
STORM SEWER PIPE



ALTERNATIVE PRECAST BASE SECTION

(SEE NOTE 1)

NOTES

1. As acceptable alternatives to the rebar shown in the PRECAST BASE SECTION, fibers (placed according to the Standard Specifications), or wire mesh having a minimum area of 0.12 square inches per foot shall be used with the minimum required rebar shown in the ALTERNATIVE PRECAST BASE SECTION. Wire mesh shall not be placed in the knockouts.
2. The knockout diameter shall not be greater than 18" (in) . Knockouts shall have a wall thickness of 2" (in) minimum to 2.5" (in) maximum. Provide a 1.5" (in) minimum gap between the knockout wall and the outside of the pipe. After the pipe is installed, Fill the gap with joint mortar in accordance with Standard Specification Section 9-04.3.
3. The maximum depth from the finished grade to the lowest pipe invert shall be 5' (ft).
4. The frame and grate may be installed with the flange up or down. The frame may be cast into the adjustment section.
5. The Precast Base Section may have a rounded floor, and the walls may be sloped at a rate of 1 : 24 or steeper.
6. The opening shall be measured at the top of the precast base section.
7. All pickup holes shall be grouted full after the inlet has been placed.
8. Pipe allowances will vary depending on pipe material used. Contact the Region Hydraulic Engineer for assistance.



Aug 23, 2023

CONCRETE INLET

STANDARD PLAN B-25.60-03

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

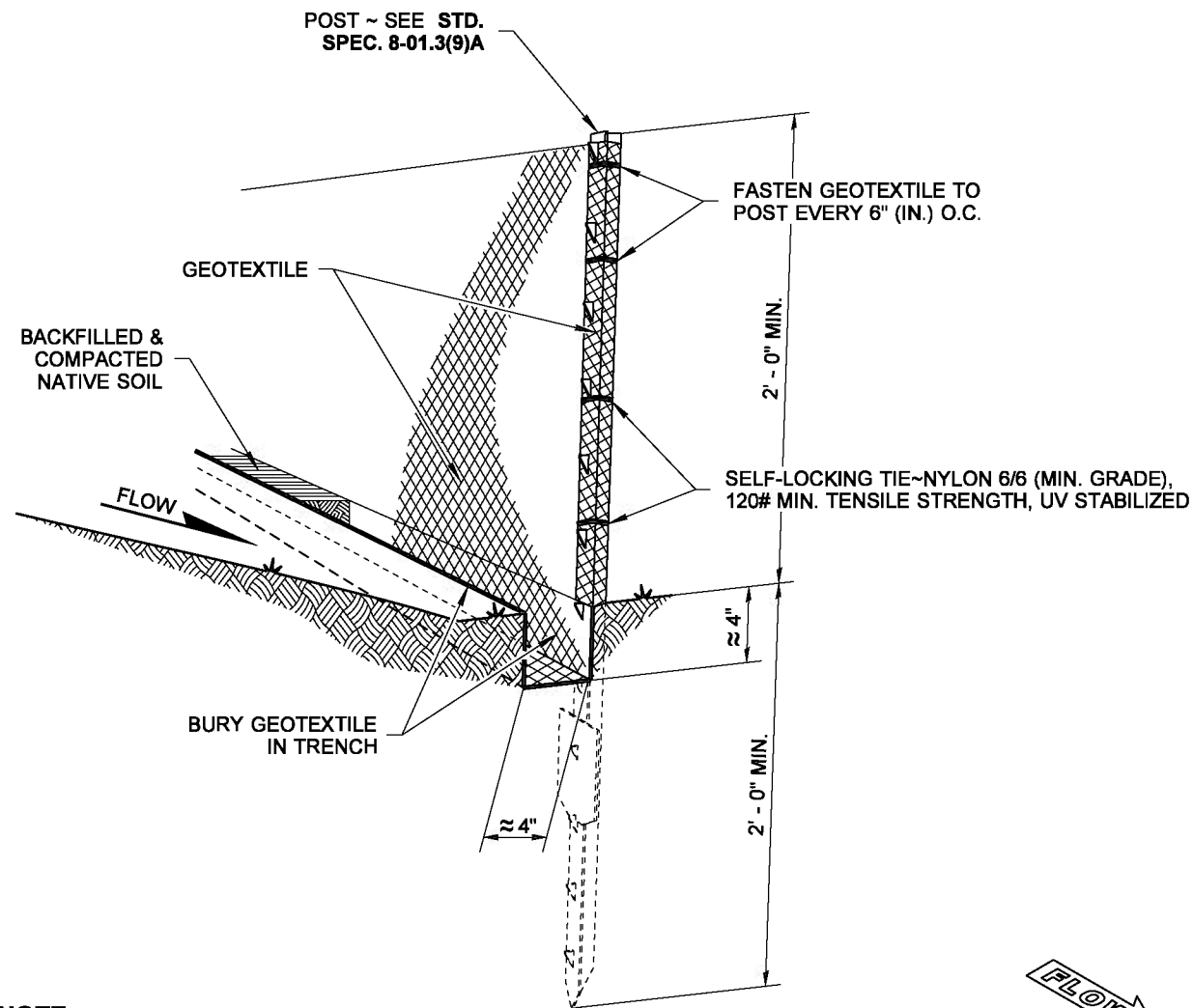
Mark A. Davies

Aug 23, 2023

STATE DESIGN ENGINEER



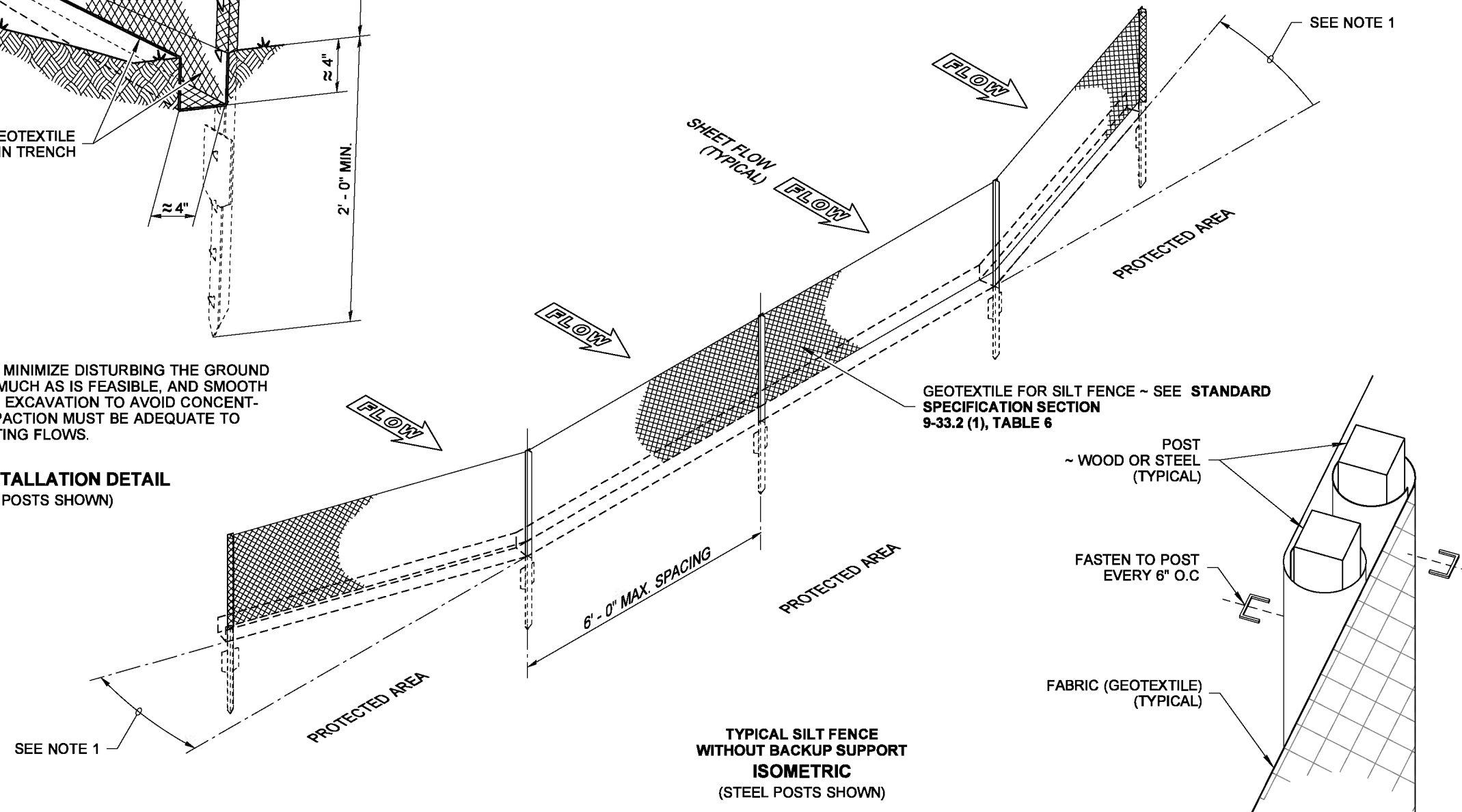
Washington State
Department of Transportation



NOTE

DURING EXCAVATION, MINIMIZE DISTURBING THE GROUND AROUND TRENCH AS MUCH AS IS FEASIBLE, AND SMOOTH SURFACE FOLLOWING EXCAVATION TO AVOID CONCENTRATING FLOWS. COMPACTION MUST BE ADEQUATE TO PREVENT UNDERCUTTING FLOWS.

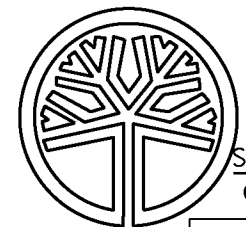
TYPICAL INSTALLATION DETAIL
(STEEL POSTS SHOWN)



SPLICE DETAIL
(WOOD POSTS SHOWN)

SPliced fence sections shall be close enough together to prevent silt laden water from escaping through the fence at the overlap.

- ## NOTES
1. Install the ends of the silt fence to point slightly upslope to prevent sediment from flowing around the ends of the fence.
 2. Perform maintenance in accordance with **Standard Specifications 8-01.3(9)A and 8-01.3(15)**.
 3. Splices shall never be placed in low spots or sump locations. If splices are located in low or sump areas, the fence may need to be reinstalled unless the Project Engineer approves the installation.
 4. Install silt fencing parallel to mapped contour lines.



STATE OF
WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT

SANDRA L. SALISBURY
CERTIFICATE NO. 000860

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SILT FENCE

STANDARD PLAN I-30.15-02

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

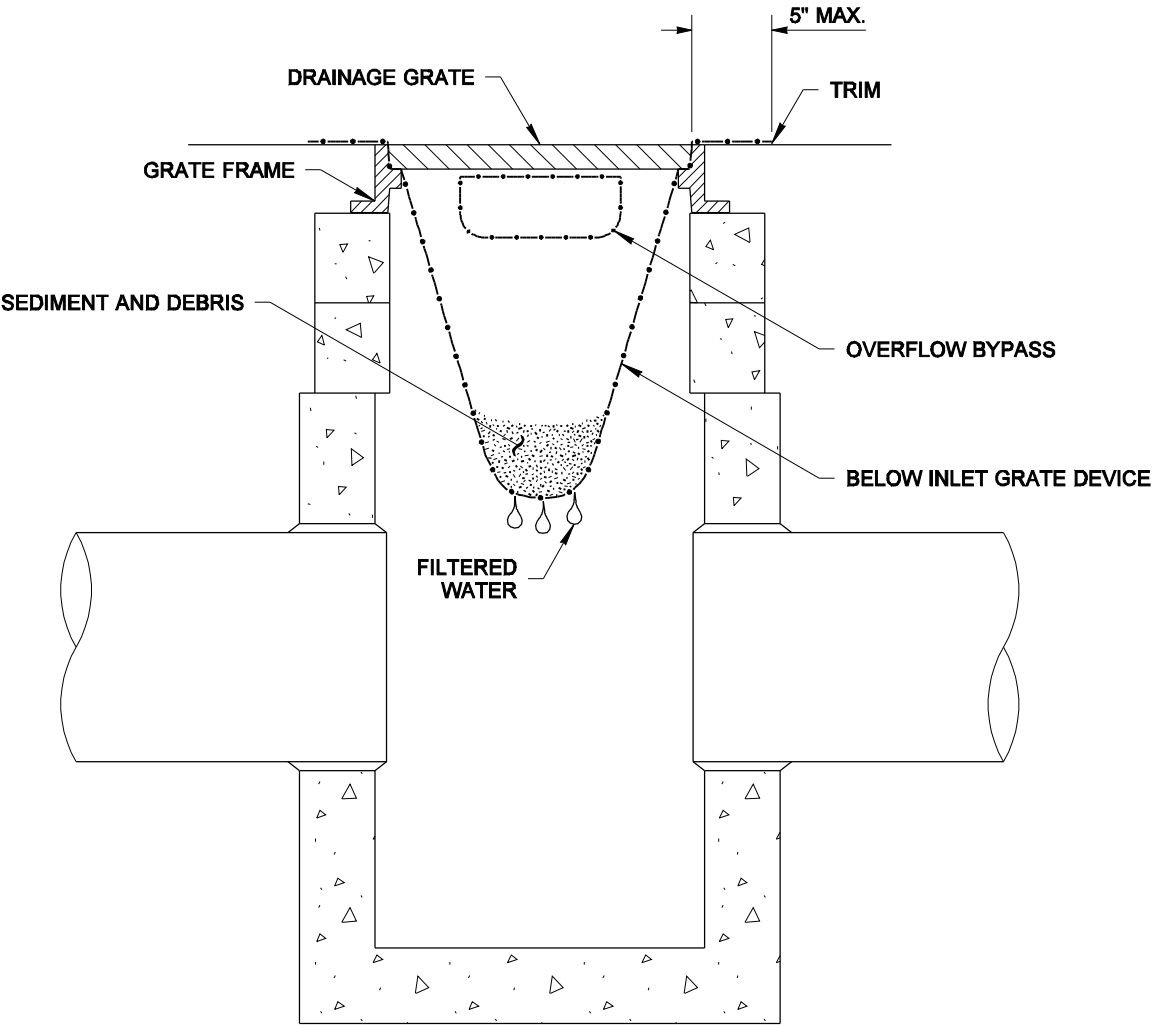
Pasco Bakotich III

3/22/13

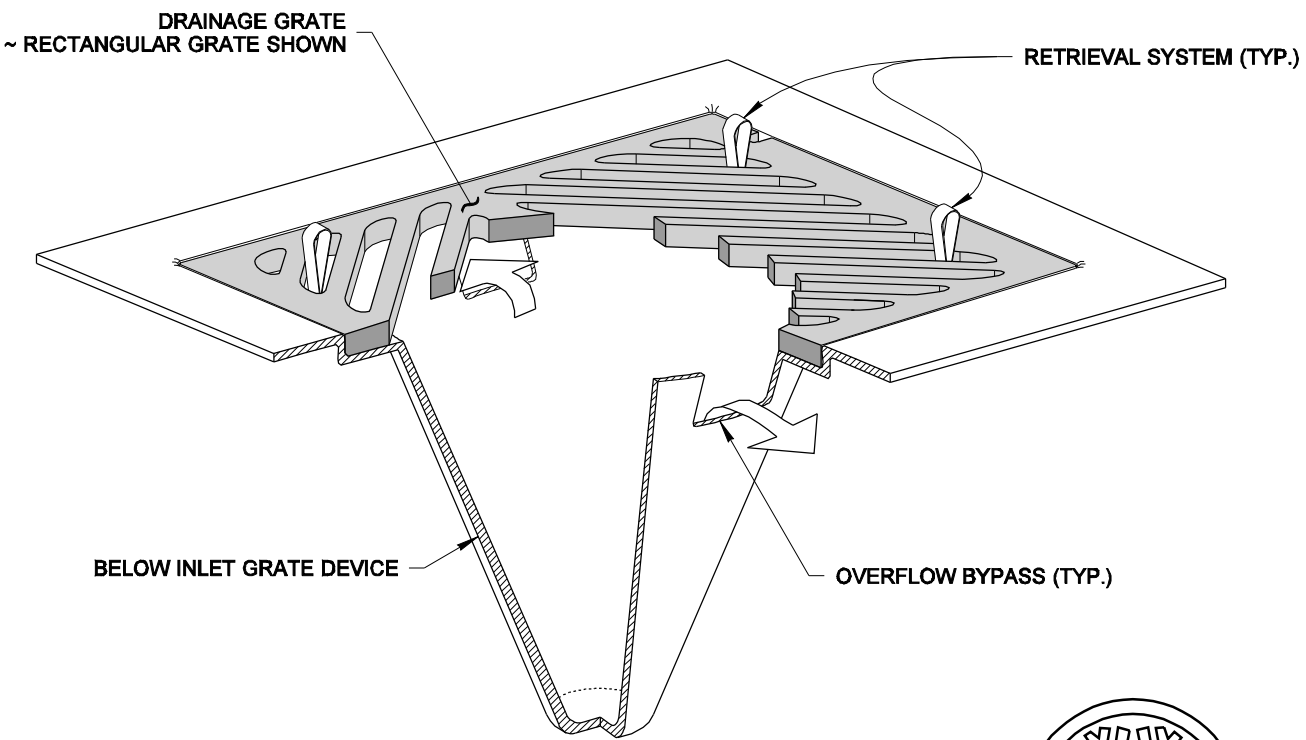
STATE DESIGN ENGINEER

ATE

 Washington State Department of Transportation



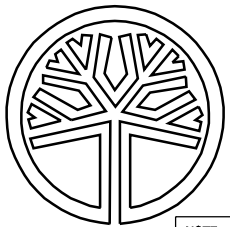
SECTION VIEW
NOT TO SCALE



ISOMETRIC VIEW

NOTES

1. Size the Below Inlet Grate Device (BIGD) for the storm water structure it will service.
2. The BIGD shall have a built-in high-flow relief system (overflow bypass).
3. The retrieval system must allow removal of the BIGD without spilling the collected material.
4. Perform maintenance in accordance with Standard Specification 8-01.3(15).



STATE OF
WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT

MARK W. MAURER
CERTIFICATE NO. 000598

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**STORM DRAIN
INLET PROTECTION
STANDARD PLAN I-40.20-00**

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Pasco Bakotich III

STATE DESIGN ENGINEER

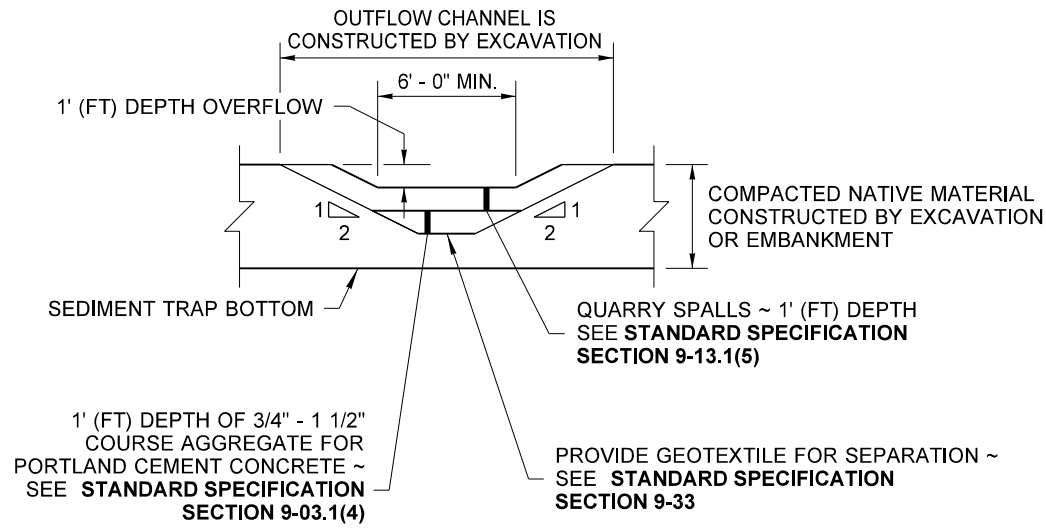
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DATE

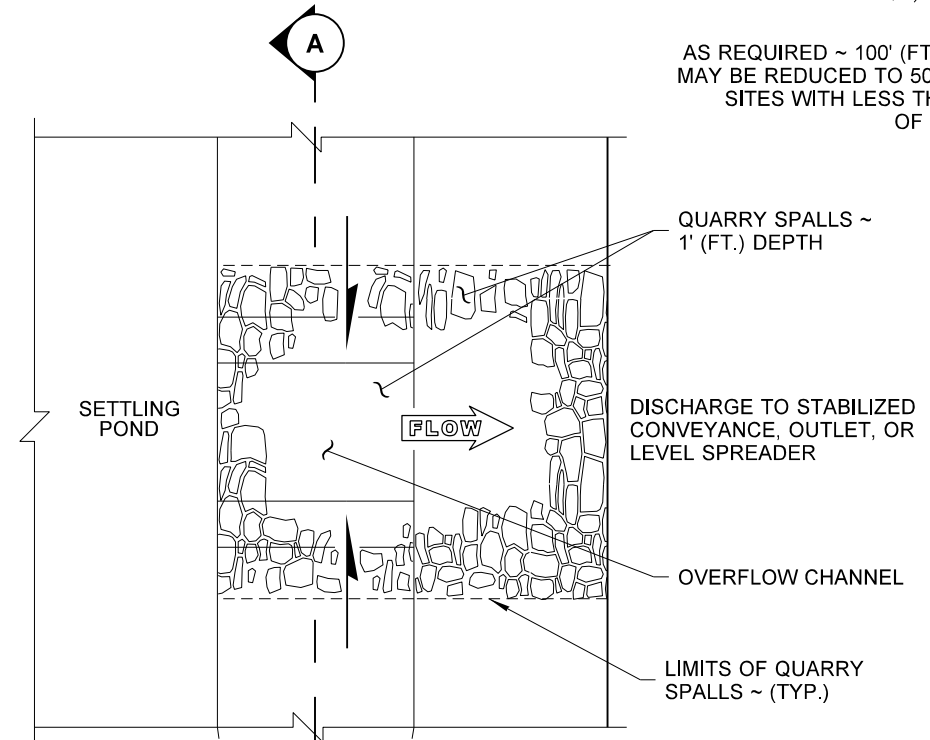


Washington State Department of Transportation

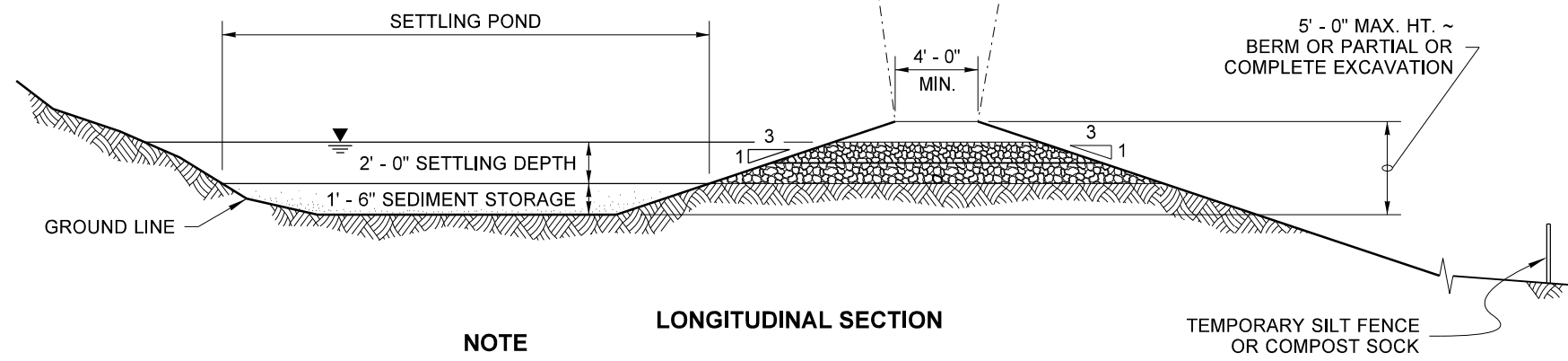
DRAWN BY: FERN LIDDELL



SECTION A



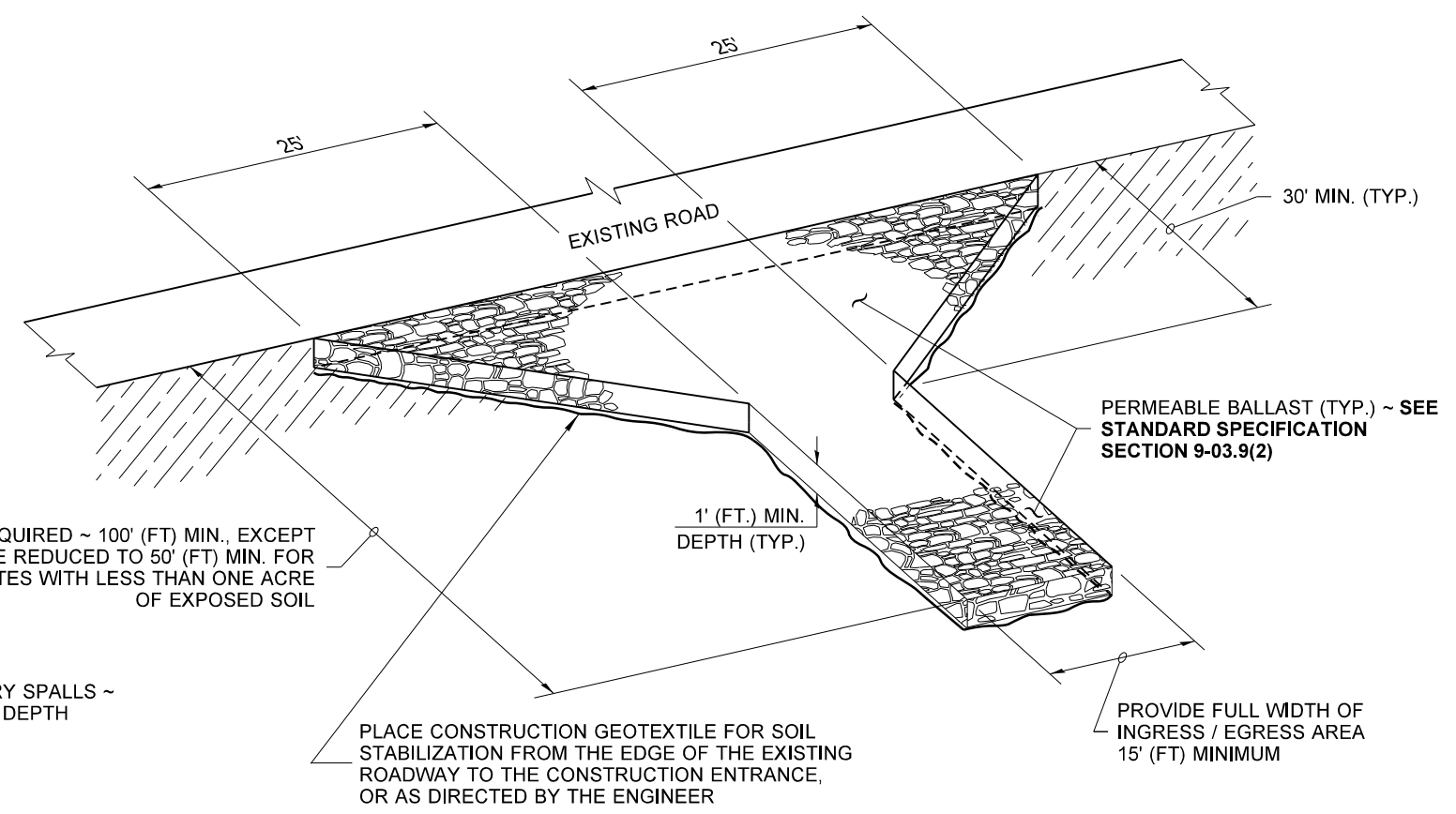
PARTIAL PLAN VIEW OF BERM
SHOWN LARGER FOR CLARITY



LONGITUDINAL SECTION

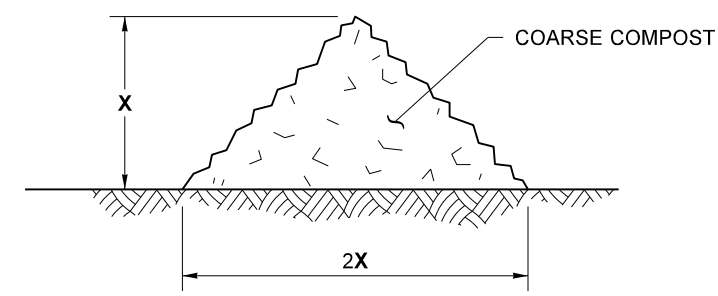
NOTE
PLACE GEOTEXTILE UNDER THE SPILLWAY AND SIDE SLOPES. PROVIDE A CONTINUOUS LAYER BETWEEN THE GRAVEL/ROCK AND THE NATIVE EARTHEN MATERIAL.

TEMPORARY SEDIMENT TRAP



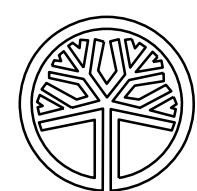
ISOMETRIC VIEW
STABILIZED CONSTRUCTION ENTRANCE

STABILIZED CONSTRUCTION ENTRANCE SHALL MEET THE REQUIREMENTS OF STANDARD SPECIFICATION SECTION 8-01.3(7).



X = 1' - 0" FOR SLOPES 4H:1V OR FLATTER
X = 1' - 6" FOR SLOPES STEEPER THAN 4H:1V

TYPICAL SECTION
COMPOST BERM DETAIL



STATE OF WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT
JULI DEE HARTWIG
LICENSE NO. 1422
DATE: 06-21-17

**MISCELLANEOUS
EROSION CONTROL DETAILS
STANDARD PLAN I-80.10-02**

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

STATE DESIGN ENGINEER
Washington State Department of Transportation



CITY OF STANWOOD

WATER SYSTEM STANDARD DETAILS INDEX

STANDARD DETAILS

W-1	5/8" SINGLE METER SERVICE
W-2	5/8" DOUBLE METER SERVICE
W-3	1 1/2", 2" METER SERVICE
W-4	3" METER ASSEMBLY
W-5	TYPICAL METER PLACEMENT
W-6	SINGLE SERVICE DOUBLE CHECK VALVE ASSEMBLY W/FDC
W-7	DUAL SERVICE DOUBLE CHECK VALVE ASSEMBLY W/FDC
W-8	FIRE HYDRANT
W-9	TAPPING METHODS
W-10	STANDARD VALVE BOX
W-11	VALVE MARKER POST & HYDRANT BOLLARD DETAIL
W-12	PRESSURE REDUCING STATION
W-13A	PRESSURE REDUCING STATION DETAILS
W-13B	PRESSURE RELIEF DISCHARGE PIPING
W-14	WATER SAMPLING STATION
W-15	INDIVIDUAL SERVICE PRESSURE REDUCING VALVE
W-16	CATHODIC PROTECTION
W-17	2-INCH BLOWOFF ASSEMBLY
W-18	POLY PIG RETRIEVAL STUB
WSDOT B-55.20-00	PIPE ZONE BEDDING AND BACKFILL
WSDOT B-90.30-00	COMBINATION AIR RELEASE / AIR VACUUM VALVE ASSEMBLY
WSDOT B-90.50-00	CONCRETE THRUST BLOCK FOR CONVEX VERTICAL BENDS
WSDOT B-90.40-00	CONCRETE THRUST BLOCK
WSDOT B-90.20-00	2 INCH BLOWOFF ASSEMBLY

City of Stanwood



WATER SYSTEM STANDARD DETAIL

WATER SYSTEM STANDARD DETAILS
INDEX

File:STADETWINDEX Revised:Jul 22, 2025 Printed:Jul 22, 2025

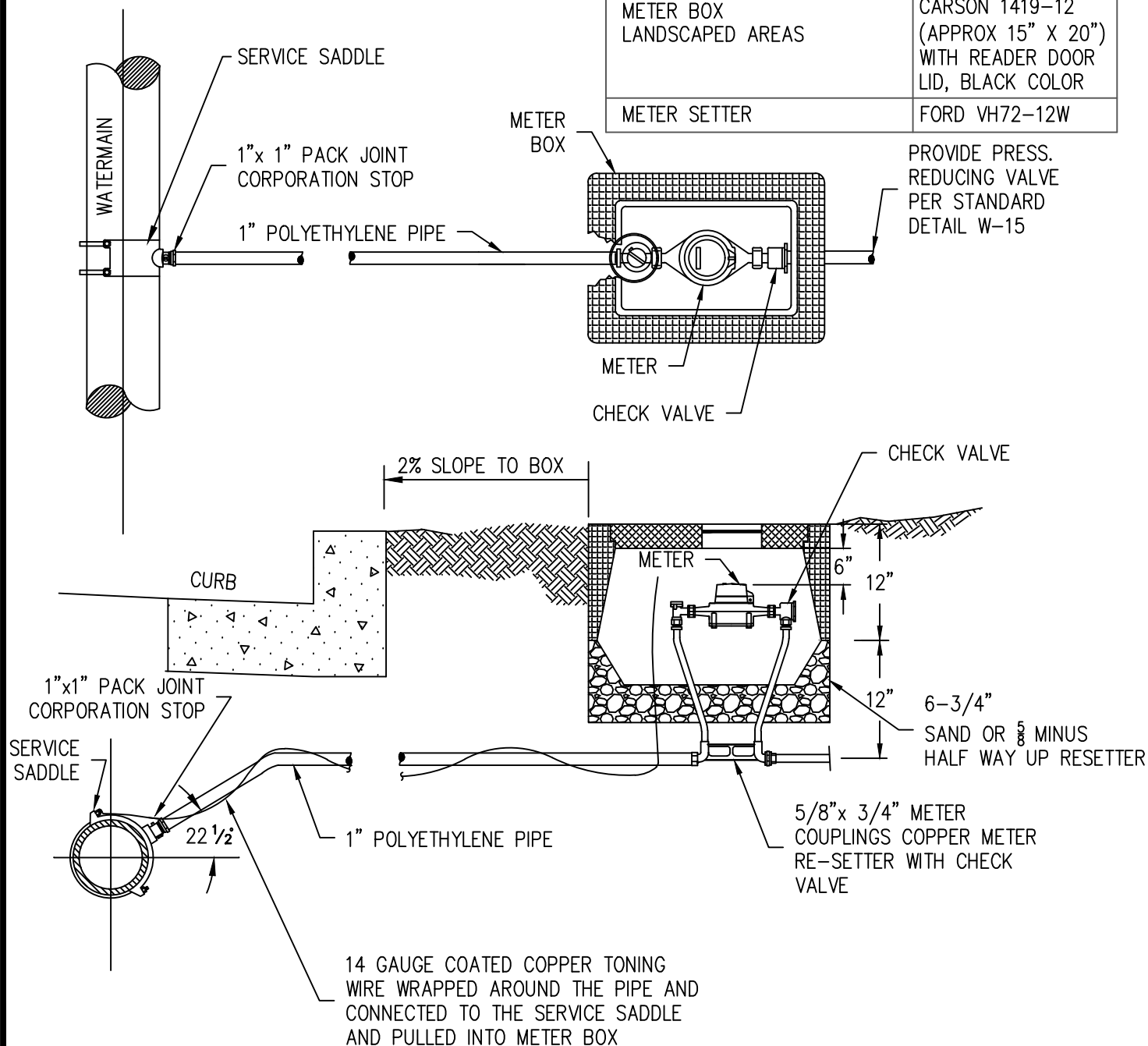
DRAWING NO.

W-0

NOTES:

1. STAINLESS STEEL INSERTS REQUIRED FOR ALL PACK JOINTS.
2. ALL SERVICE SADDLES SHALL HAVE RUBBER GASKET AND I.P. THREADS.
3. FITTINGS SHALL BE BRASS.
4. SERVICE MATERIALS SHALL BE PER WSDOT 9-30.6 UNLESS NOTED OTHERWISE.

SERVICE SADDLE	FORD FS202
CORPORATION STOP	FORD F1101
METER BOX SIDEWALKS AND LANDSCAPED AREAS	CARSON MSBCF1118 -13" X 24" WITH DUCTILE IRON READER LID
METER BOX LANDSCAPED AREAS	CARSON 1419-12 (APPROX 15" X 20") WITH READER DOOR LID, BLACK COLOR
METER SETTER	FORD VH72-12W



City of Stanwood



$\frac{5}{8}$ " - 1" SINGLE METER SERVICE

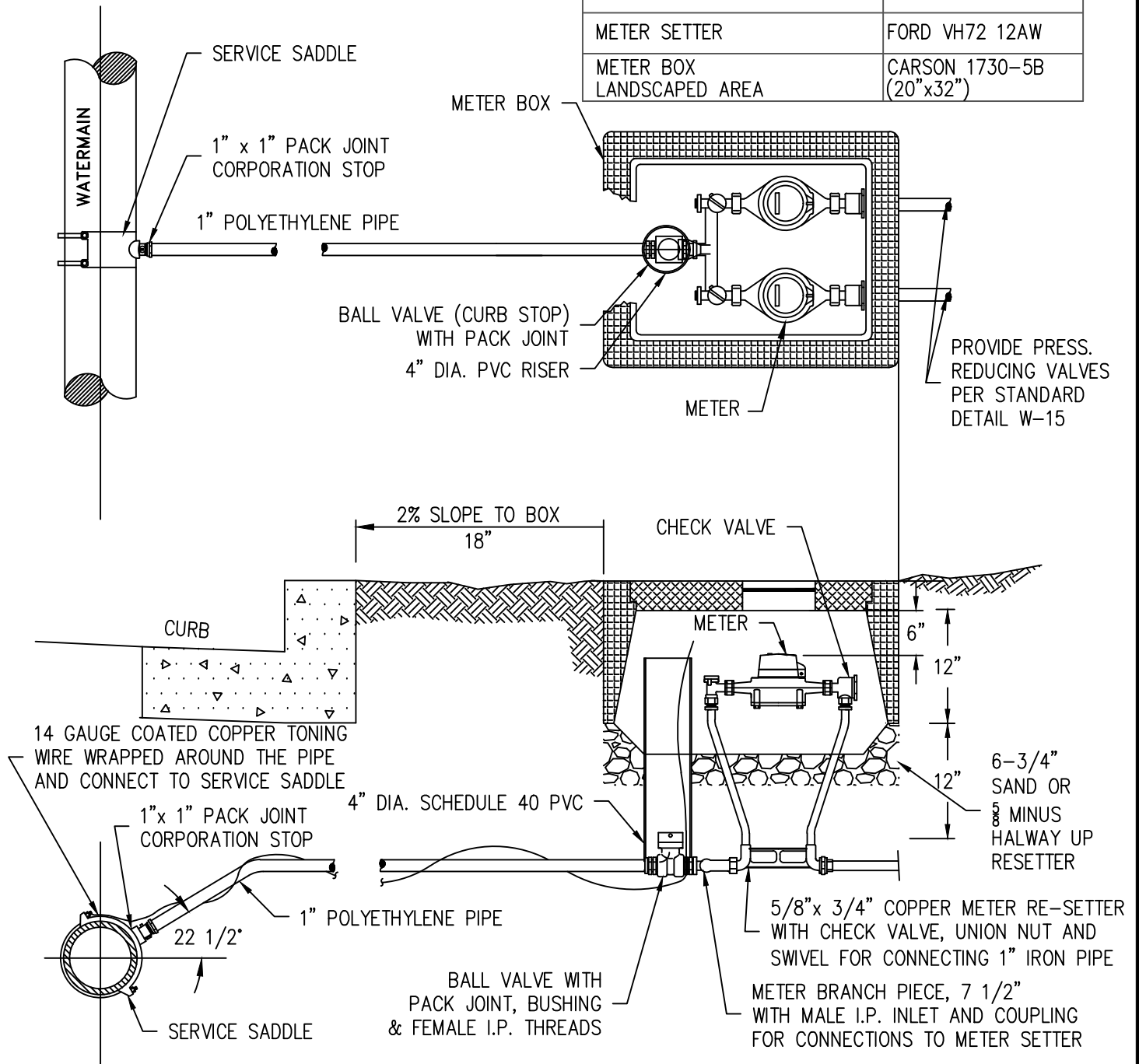
W-1

NOTES:

1. STAINLESS STEEL INSERTS REQUIRED FOR ALL PACK JOINTS.
2. GASKET AND I.P. THREADS.
ALL SERVICE SADDLES SHALL HAVE RUBBER
3. FITTINGS SHALL BE BRASS.
4. SERVICE MATERIALS SHALL BE PER WSDOT 9-30.6 UNLESS NOTED OTHERWISE.

MATERIALS

SERVICE SADDLE	FORD FDS202
CORPORATION STOP	FORD F1101
METER BRANCH	FORD U88-43
METER BOX, SIDEWALKS, TRAFFIC	CARSON MSBCF1730-12XL (APPROX 17"x30") W/ DUCTILE IRON READER LID
BALL VALVE	FORD B61-344
METER SETTER	FORD VH72 12AW
METER BOX LANDSCAPED AREA	CARSON 1730-5B (20"x32")



City of Stanwood



WATER SYSTEM STANDARD DETAIL

DOUBLE METER SERVICE

File:STADETW02

Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

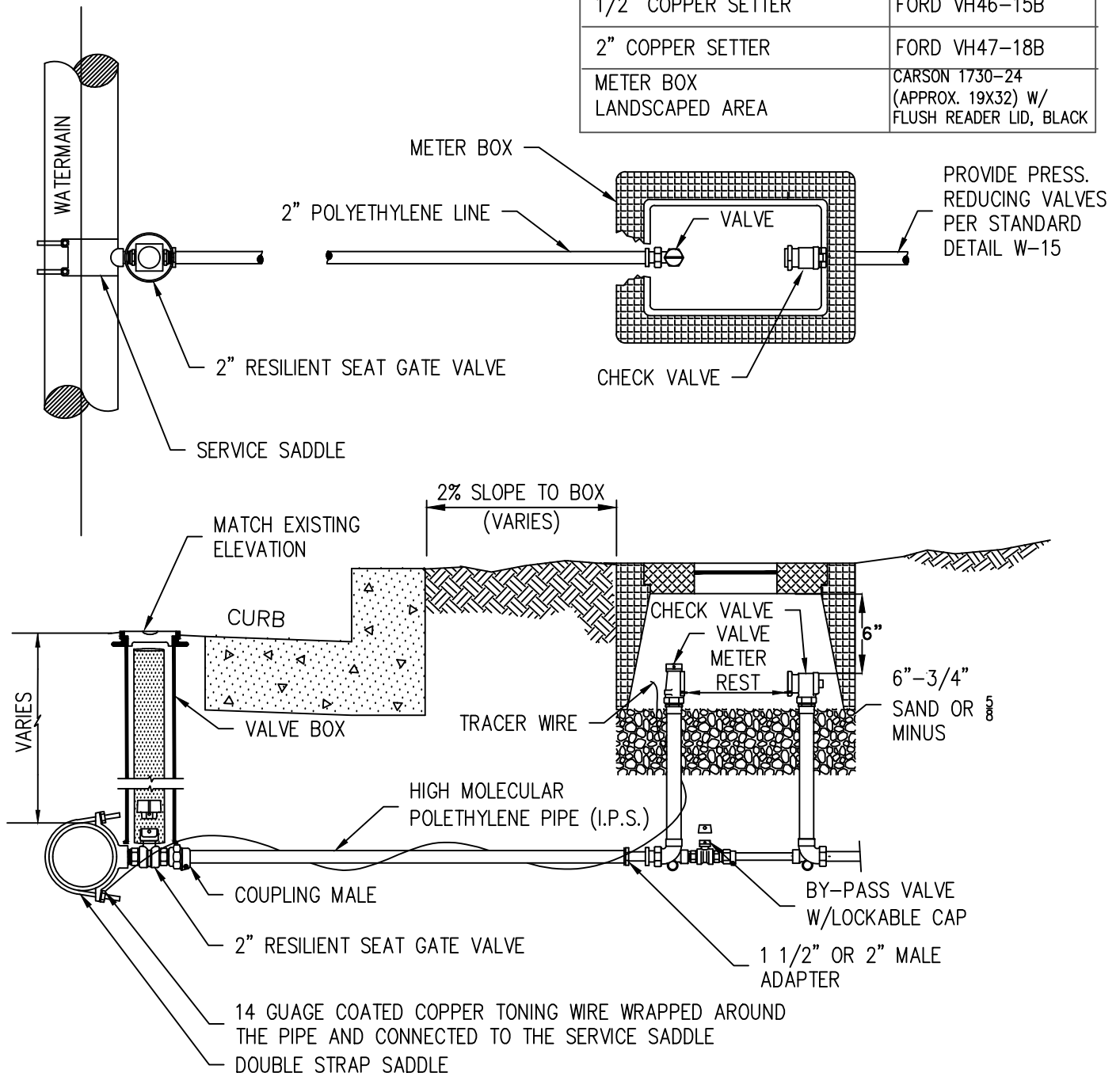
W-2

NOTES:

1. STAINLESS STEEL INSERTS REQUIRED FOR ALL PACK JOINTS.
2. ALL SERVICE SADDLES SHALL HAVE RUBBER GASKET AND I.P. THREADS.
3. FITTINGS SHALL BE BRASS.
4. SERVICE MATERIALS SHALL BE PER WSDOT 9-30.6 UNLESS NOTED OTHERWISE.

MATERIALS

SERVICE SADDLE	FORD FS202
CORPORATION STOP	FORD F1101
METER BOX, SIDEWALKS, TRAFFIC	CARSON MSBCF1730-12XL (APPROX 17"x30") W/ DUCTILE IRON READER LID
BALL VALVE	FORD B61-666 OR B61-777
1/2" COPPER SETTER	FORD VH46-15B
2" COPPER SETTER	FORD VH47-18B
METER BOX LANDSCAPED AREA	CARSON 1730-24 (APPROX. 19X32) W/ FLUSH READER LID, BLACK



City of Stanwood



WATER SYSTEM STANDARD DETAIL

1 1/2", 2" METER SERVICE

File:STADETW03

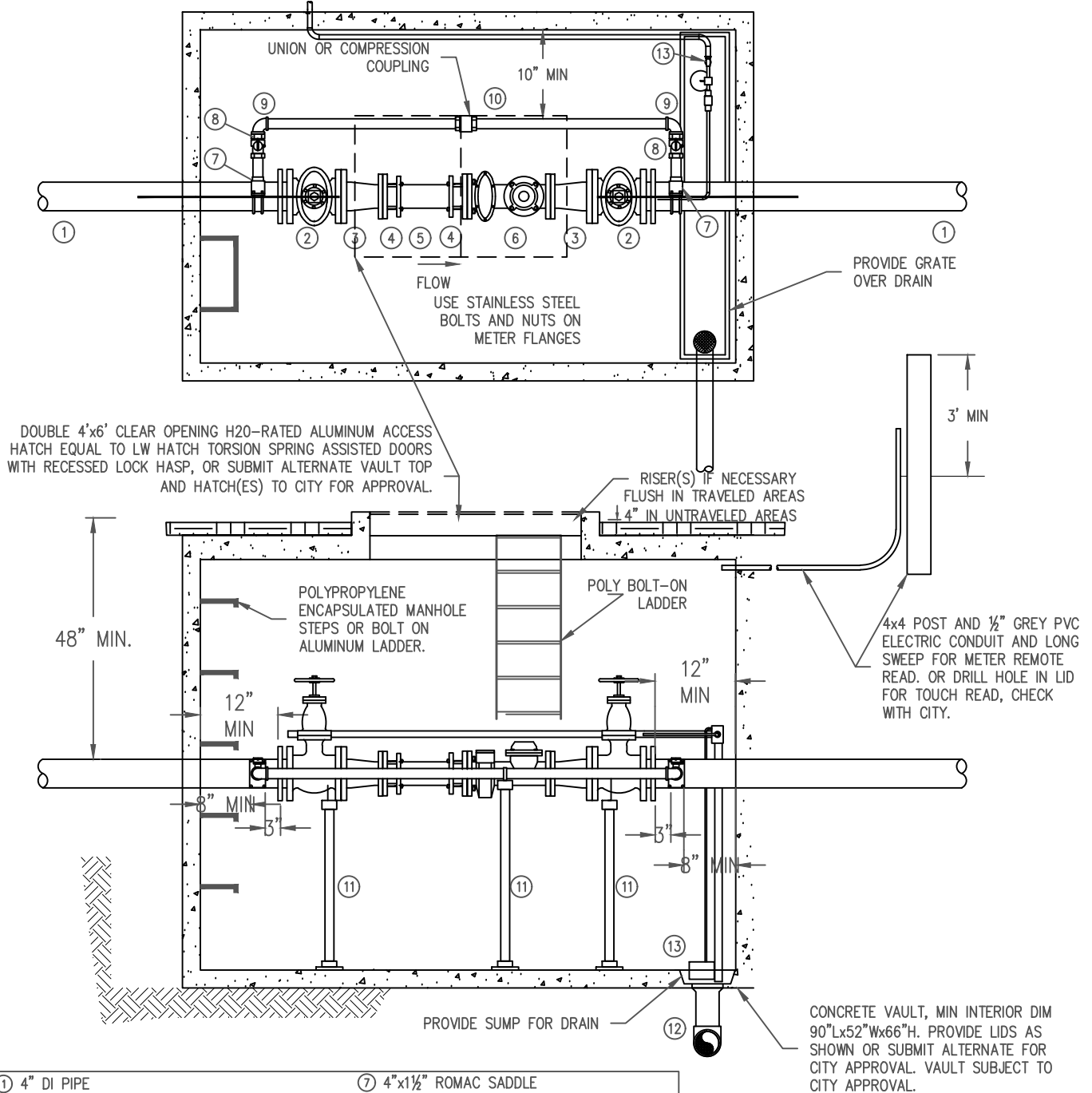
Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-3

NOTE: CRACKED OR OTHERWISE DAMAGED VAULTS WILL BE REJECTED AT THE DISCRETION OF THE CITY



- ① 4" DI PIPE
- ② 4" RS GATE VALVE (FLxMJ) w/HANDWHEEL
- ③ 4" x 3" DI REDUCER (FLxFL)
- ④ 3" FCA, DO NOT "PUSH HOME" PIPE
- ⑤ 3" DI PIPE, 12" LENGTH (PEXPE)
- ⑥ 3" TURBINE METER BY CITY
BADGER 12.0"
STRAINER (IF REQUIRED BY CITY) 6"

- ⑦ 4"x1½" ROMAC SADDLE
- ⑧ 1½" BALL VALVE w/PADLOCK WING OR LOCK CAP
- ⑨ 1½" BRASS OR GALV 90° BEND
- ⑩ 1½" BRASS OR GALV PIPE
- ⑪ STANDON OR GRINNELL PIPE SUPPORT
- ⑫ 4" DRAIN PIPE TO DAYLIGHT UNLESS OTHERWISE APPROVED. 1% SLOPE MIN.
- ⑬ HYDROMATIC PUMP GC SYSTEMS MODEL #996633-51-2 W/FLOAT SWITCH (REQUIRED IF NO GRAVITY DRAIN, SEE DET. W-13 FOR EXTERIOR PIPING)

PROVIDE SINGLE FLANGED SPOOL BETWEEN GATE VALVES TO ASSURE ALIGNMENT OF INLET AND OUTLET PIPES PRIOR TO INSTALLATION OF METER AND EQUIPMENT.

City of Stanwood



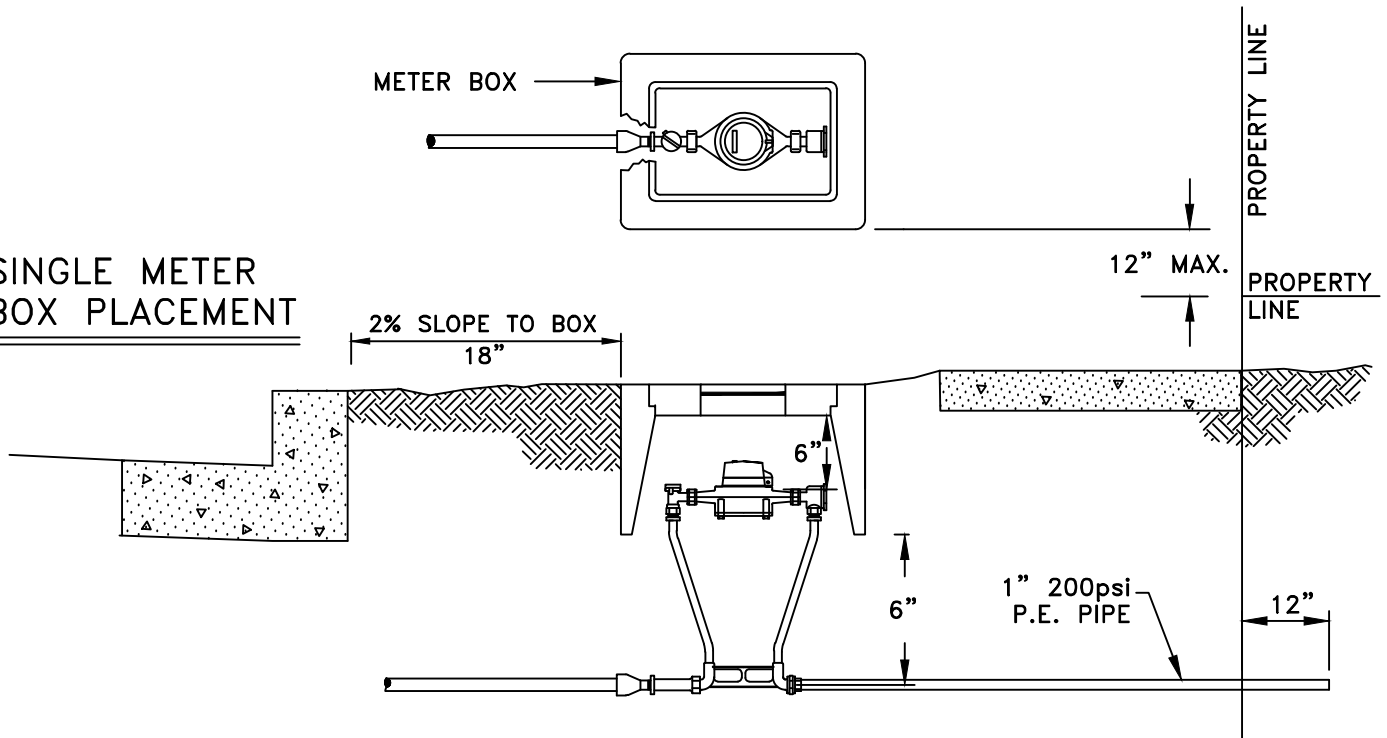
WATER SYSTEM STANDARD DETAIL

3" METER ASSEMBLY

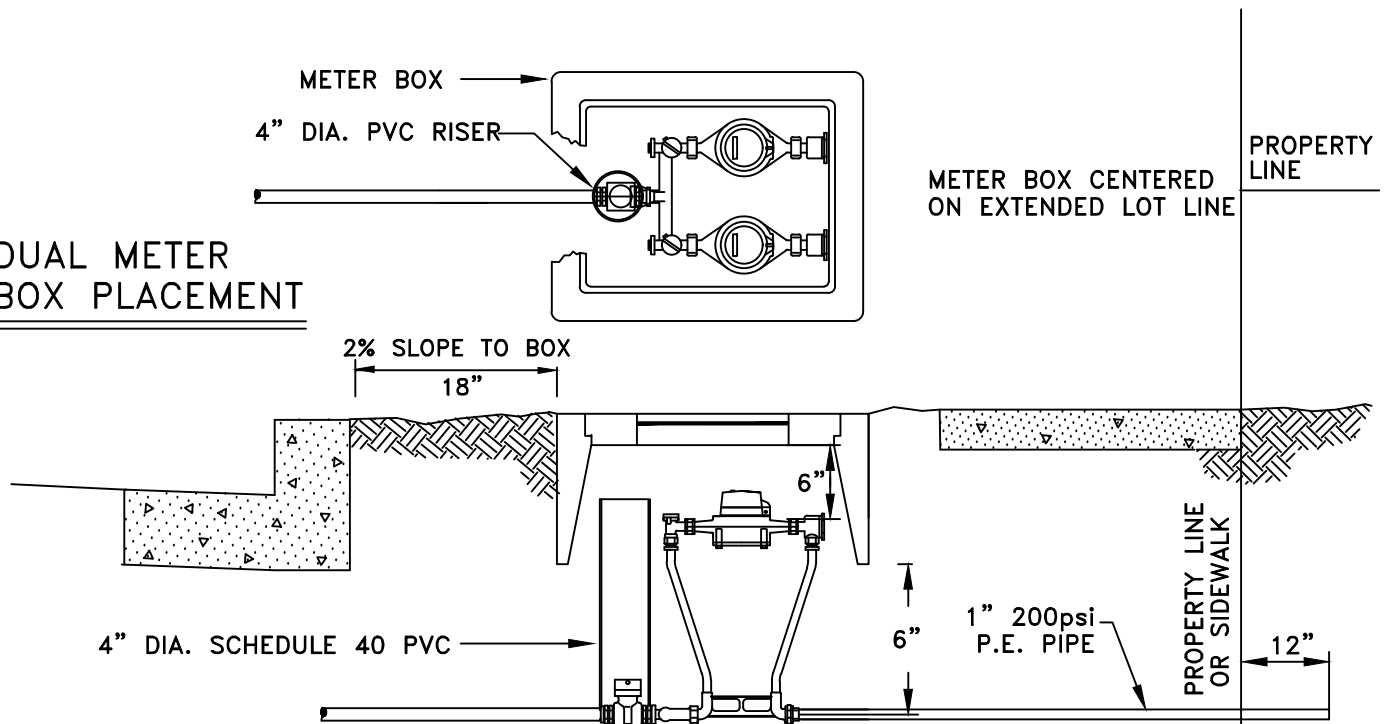
File:STADETW04 Revised:Jul 22, 2025 Printed:Jul 22, 2025

DRAWING NO. W-4

SINGLE METER BOX PLACEMENT



DUAL METER BOX PLACEMENT



City of Stanwood



WATER SYSTEM STANDARD DETAIL

TYPICAL METER PLACEMENT

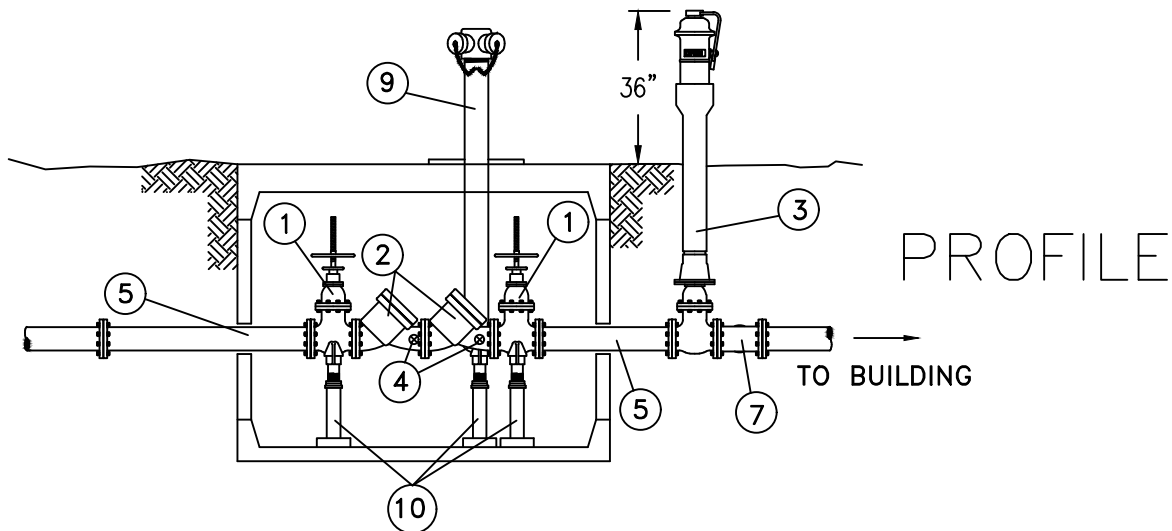
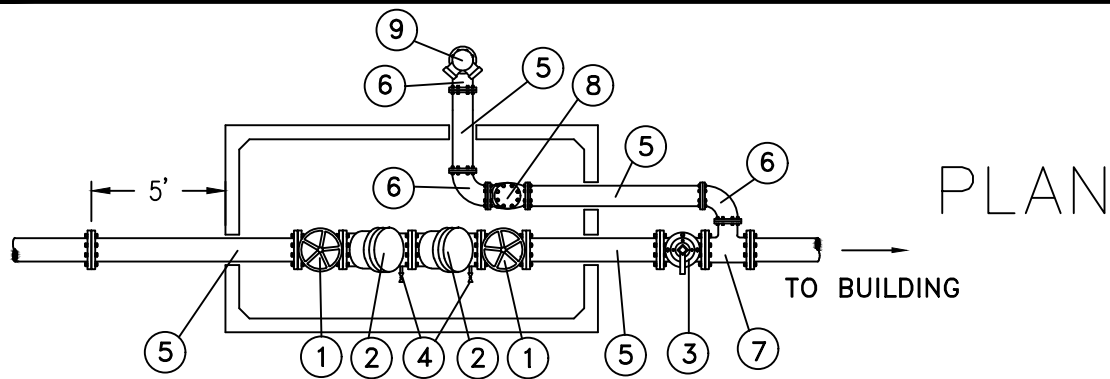
File:STADETW05

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-5

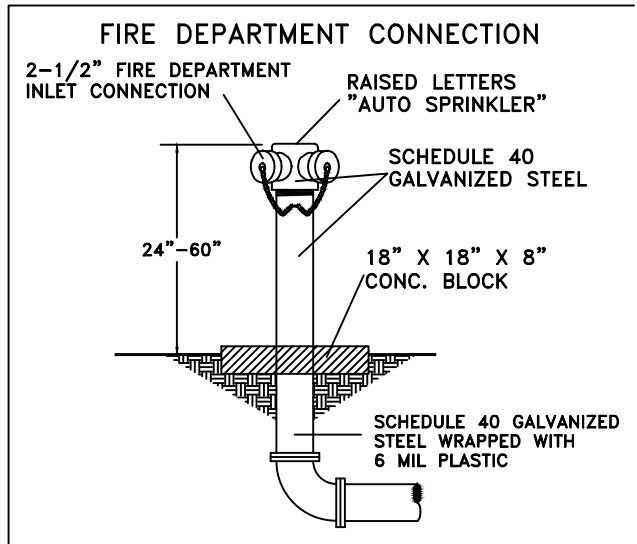


MATERIAL LIST:

1. OS&Y GATE VALVE W/HANDWHEEL FL X FL
2. DOUBLE DETECTOR (DSHS APPROVED) CHECK VALVE FL X FL
3. POST INDICATOR VALVE
4. 3/4" BALL VALVE (TEST COCK)
5. CLASS 52 DI WALL PIPE FL X FL
6. CLASS 52 DI 90° BEND FL X FL
7. CLASS 52 DI TEE FL X FL
8. SWING CHECK VALVE W/BALL DRIP ASSEMBLY
9. FIRE DEPARTMENT CONNECTION
10. VALVE STANDS
11. WHERE PIPING PASSES THROUGH CONCRETE WALL PROVIDE 2" CLEARANCE W/ WATERPROOF MASTIC OR FLEXIBLE SEALANT

GENERAL NOTES:

- A. PIPE FROM VAULT TO BUILDING SHALL BE CLASS 52 DI WITH CATHODIC PROTECTION.
- B. TAMPER SWITCHES SHALL BE INSTALLED ON 1 AND 3 CONNECTED TO BUILDING FIRE ALARM SYSTEM.
- C. INSTALL PLUGS ON ALL TEST COCKS. FINGER TIGHTEN.
- D. ALL PIPING SHALL BE A MINIMUM OF 4" DIA. AS PER NFPA13.



City of Stanwood



WATER SYSTEM STANDARD DETAIL

SINGLE SERVICE DOUBLE CHECK VALVE
ASSEMBLY WITH FDC

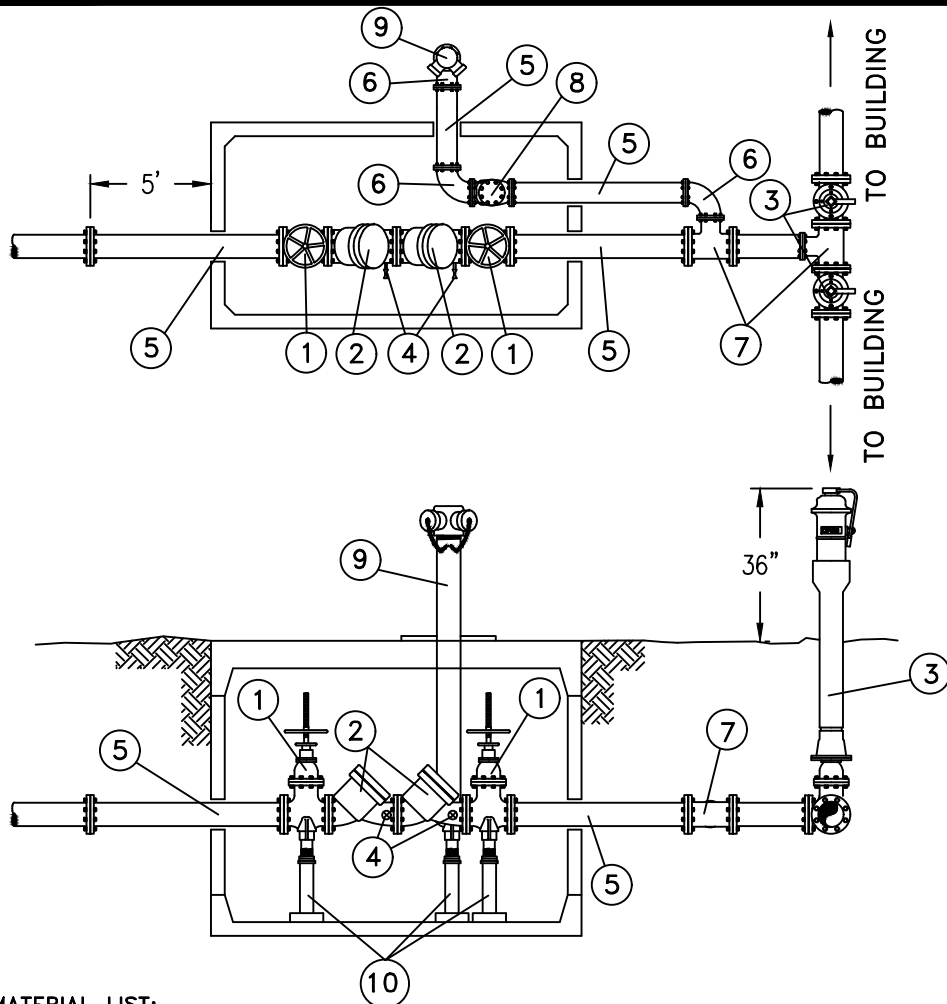
File:STADETW06

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-6



PLAN

PROFILE

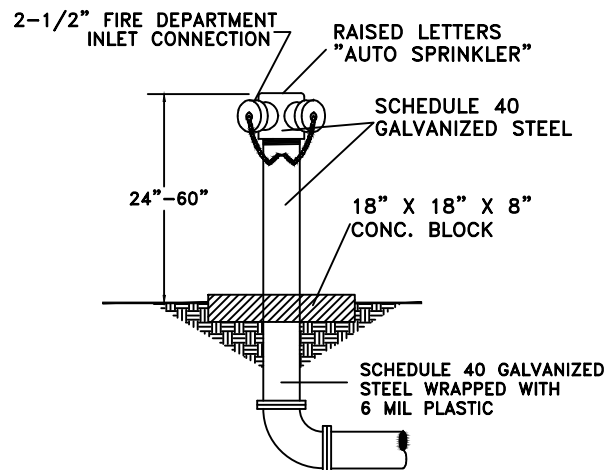
MATERIAL LIST:

1. OS&Y GATE VALVE W/HANDWHEEL FL X FL
2. DOUBLE DETECTOR (DSHS APPROVED) CHECK VALVE FL X FL
3. POST INDICATOR VALVE
4. 3/4" BALL VALVE (TEST COCK)
5. CLASS 52 DI WALL PIPE FL X FL
6. CLASS 52 DI 90° BEND FL X FL
7. CLASS 52 DI TEE FL X FL
8. SWING CHECK VALVE W/BALL DRIP ASSEMBLY
9. FIRE DEPARTMENT CONNECTION
10. VALVE STANDS
11. WHERE PIPING PASSES THROUGH CONCRETE WALL PROVIDE 2" CLEARANCE W/ WATERPROOF MASTIC OR FLEXIBLE SEALANT

GENERAL NOTES:

- A. PIPE FROM VAULT TO BUILDING SHALL BE CLASS 52 DI WITH CATHODIC PROTECTION.
- B. TAMPER SWITCHES SHALL BE INSTALLED ON 1 AND 3 CONNECTED TO BUILDING FIRE ALARM SYSTEM.
- C. INSTALL PLUGS ON ALL TEST COCKS. FINGER TIGHTEN.
- D. ALL PIPING SHALL BE A MINIMUM OF 4" DIA. AS PER NFPA13.

FIRE DEPARTMENT CONNECTION



City of Stanwood



WATER SYSTEM STANDARD DETAIL

DUAL SERVICE DOUBLE CHECK VALVE
ASSEMBLY WITH FDC

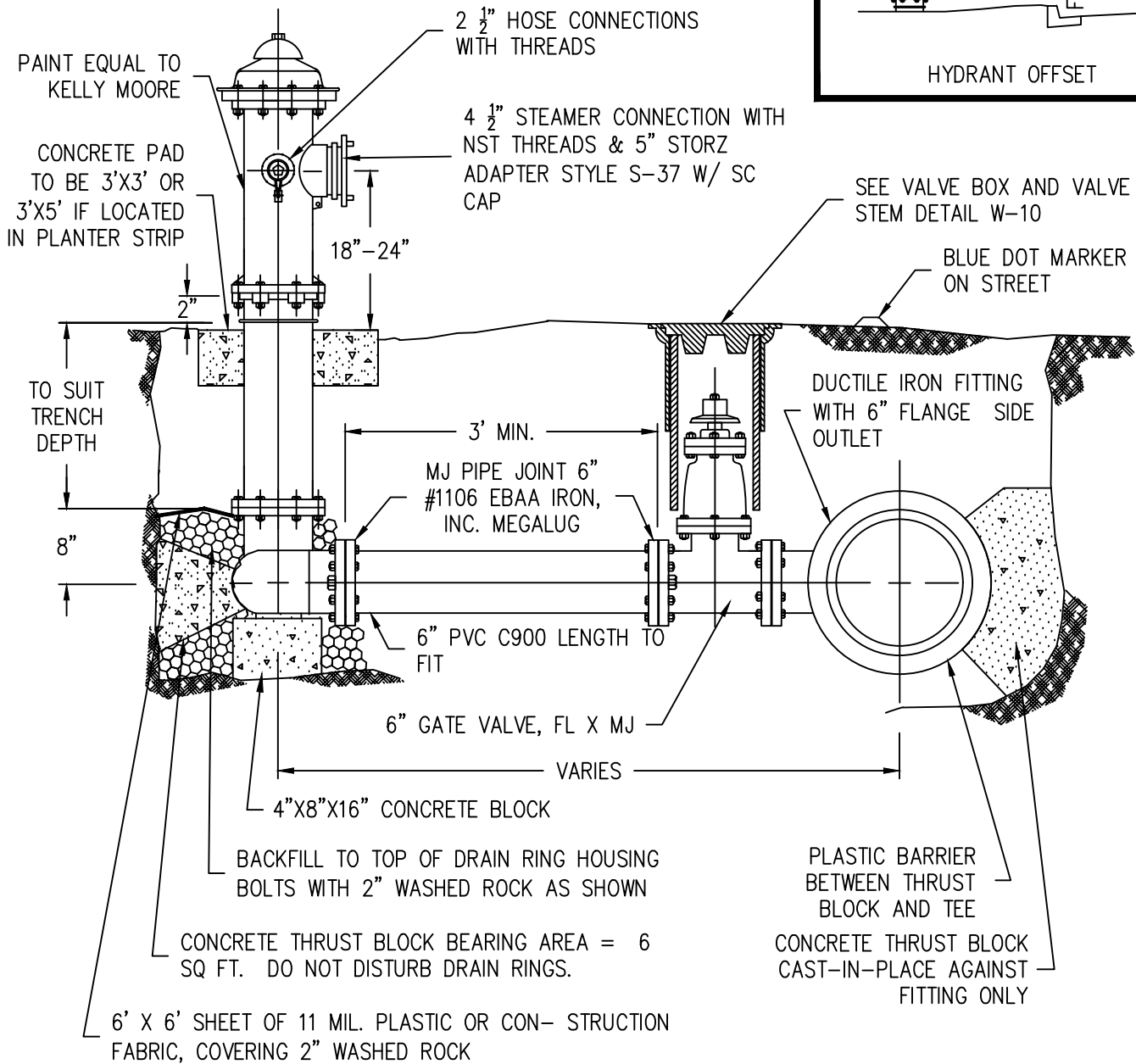
File:STADETW07

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-7



NOTES

1. A MINIMUM THREE FOOT OF RADIUS UNOBSTRUCTED WORKING AREA SHALL BE PROVIDED AROUND ALL HYDRANTS.

2. HYDRANT SHALL BE WATEROUS PACER

3. GATE VALVES SHALL BE RESILIENT WEDGE NRS WITH O-RING SEALS. VALVE ENDS SHALL BE MECHANICAL JOINT BY ANSI FLANGES. VALVES SHALL CONFORM TO AWWA 509-80. VALVES SHALL BE MUELLER OR M&H.

City of Stanwood



WATER SYSTEM STANDARD DETAIL

FIRE HYDRANT

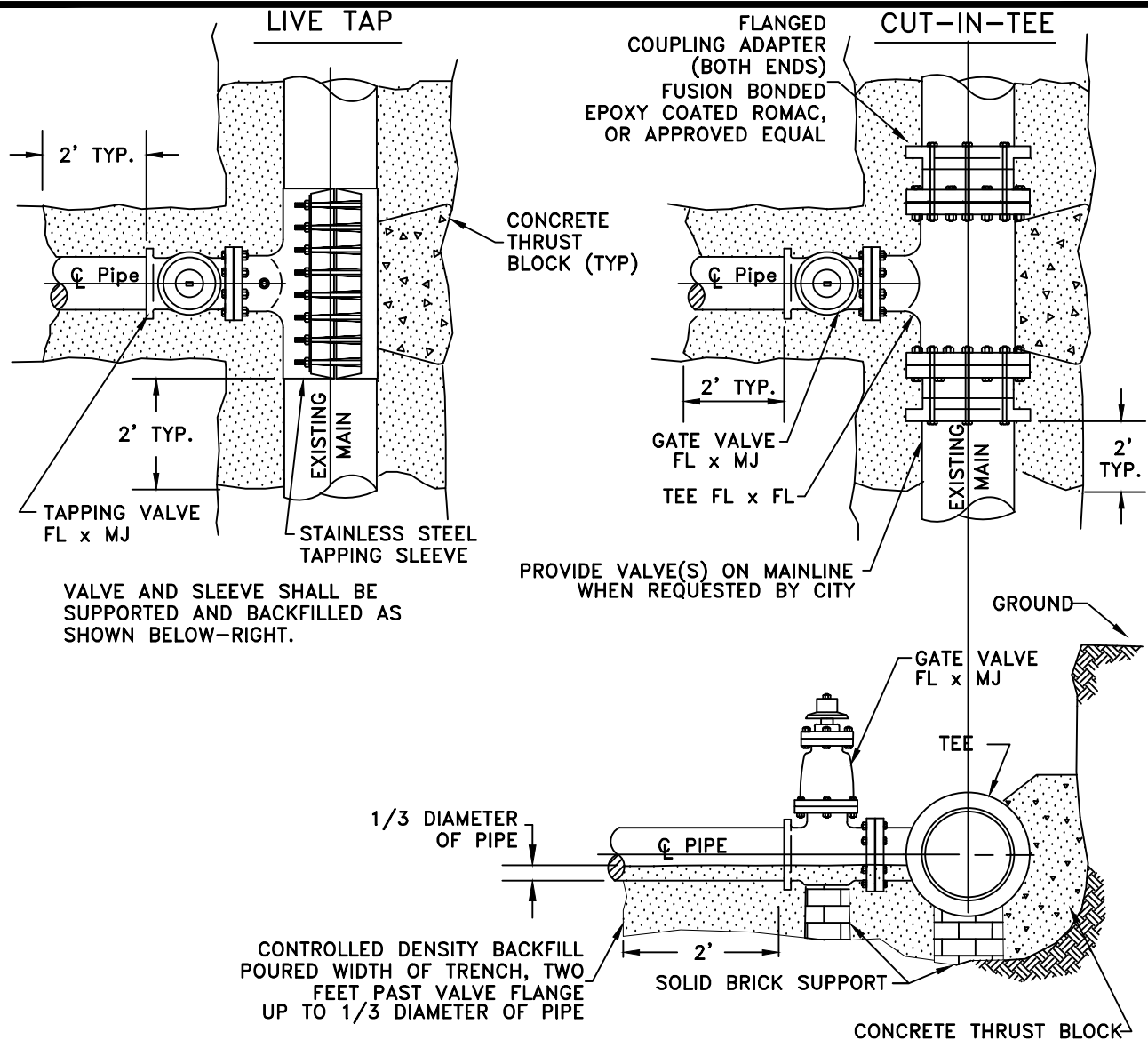
File:STADETW08

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-8



NOTES:

1. 11 MIL PLASTIC OR CONSTRUCTION FABRIC SHALL BE WRAPPED AROUND PIPE AND FITTINGS BEFORE THRUST BLOCK AND BACKFILL ARE POURED.
2. CONTROLLED DENSITY BACKFILL EQUAL TO WSDOT 2-09.3(1)E.
3. MJ CUT IN TEES SHALL NOT BE PERMITTED.
4. SUPPORT VALVE AND SLEEVE CONTINUOUSLY THROUGH INSTALLATION.
5. TEST TAPPING SLEEVE PRIOR TO CUTTING EXISTING MAIN.

City of Stanwood



WATER SYSTEM STANDARD DETAIL

TAPPING METHODS

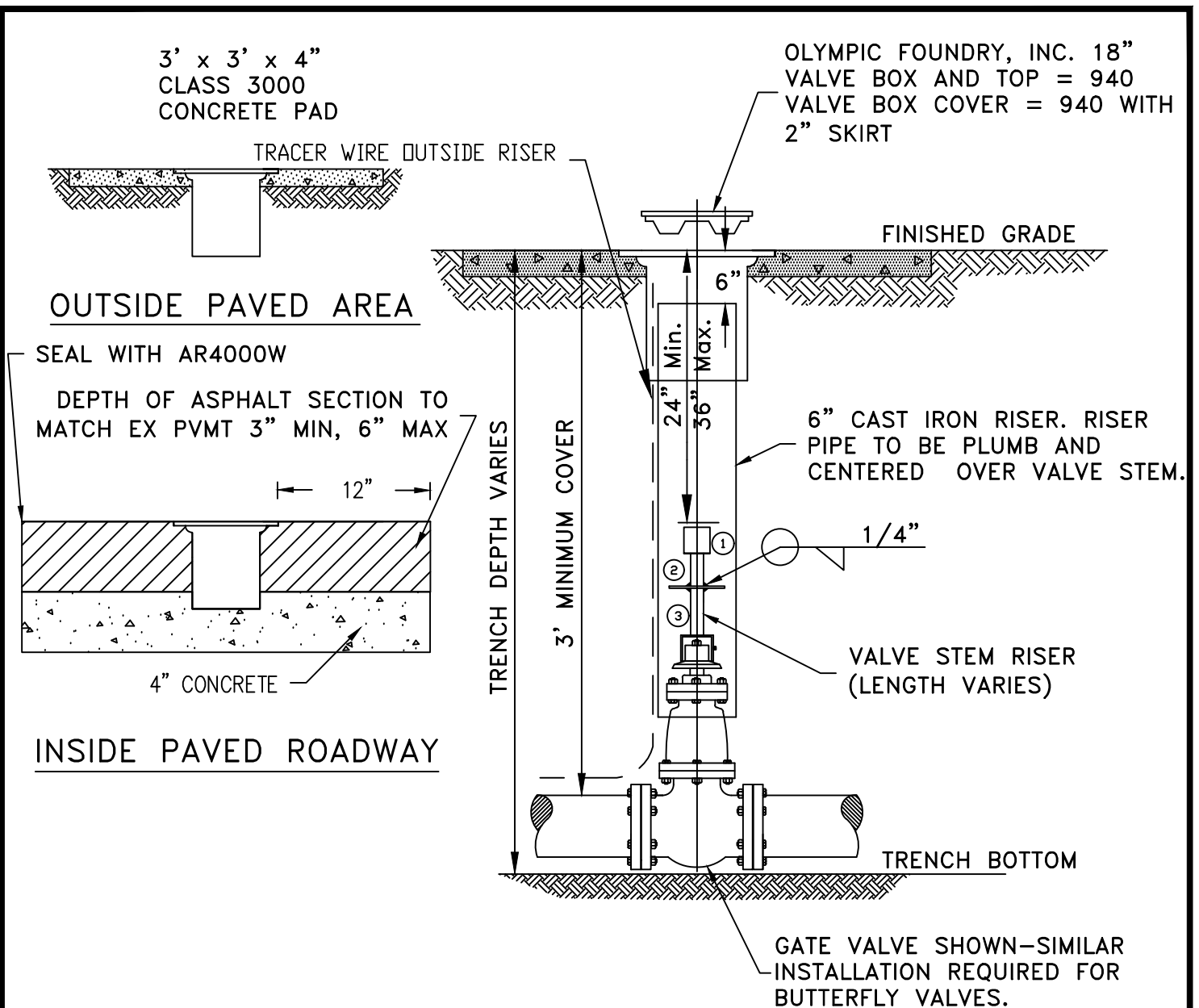
File:STADETW09

Revised:Jul 22, 2025

Printed:Jul 22, 2025

DRAWING NO.

W-9



VALVE STEM EXTENSION LEGEND

- ① VALVE OPERATING NUT OR 1 7/8" X 1 7/8" X 2" HIGH GRADE STEEL WELDED TO GUIDE PLATE.
- ② 3/16" Thk X 5 1/5" DIA STEEL GUIDE PLATE WELDED TO RISER SHAFT.
- ③ 2"X2"X 3/16" SQUARE STRUCTURAL STEEL TUBING TO FIT OPERATING NUT. LENGTH AS REQUIRED.

NOTE:

ALL WELDS TO SHAFT SHALL BE FILLET WELD ALL AROUND, AS SPECIFIED ABOVE

ALL VALVES MUST HAVE 14 GAUGE COATED COPPER TRACER WIRE TIED OFF AT VALVE BODY, EXTENDED OUTSIDE RISER BASE THEN EXTENDED INSIDE VALVE CAN TOP ONE FOOT TO TOP OF VALVE BOX

City of Stanwood



WATER SYSTEM STANDARD DETAIL

STANDARD VALVE BOX

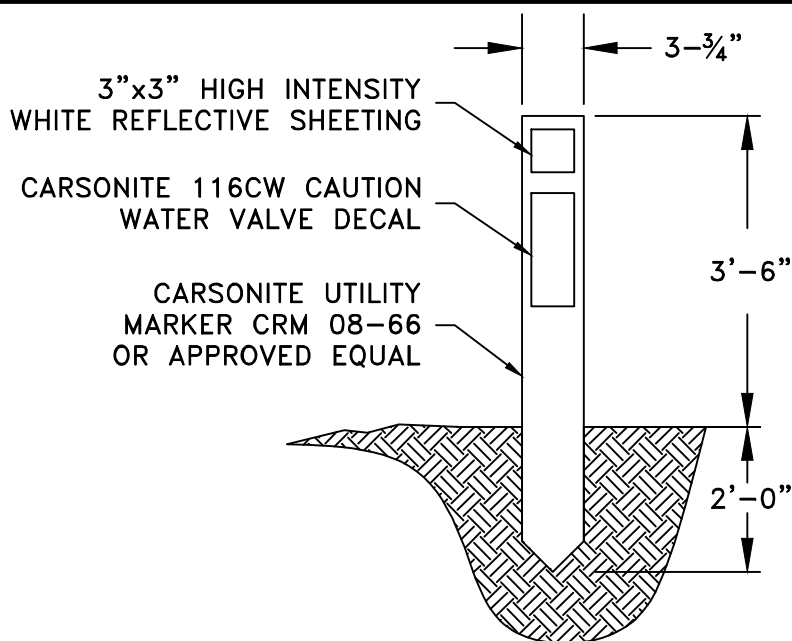
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Revised:Jul 22, 2025

Printed:Jul 22, 2025

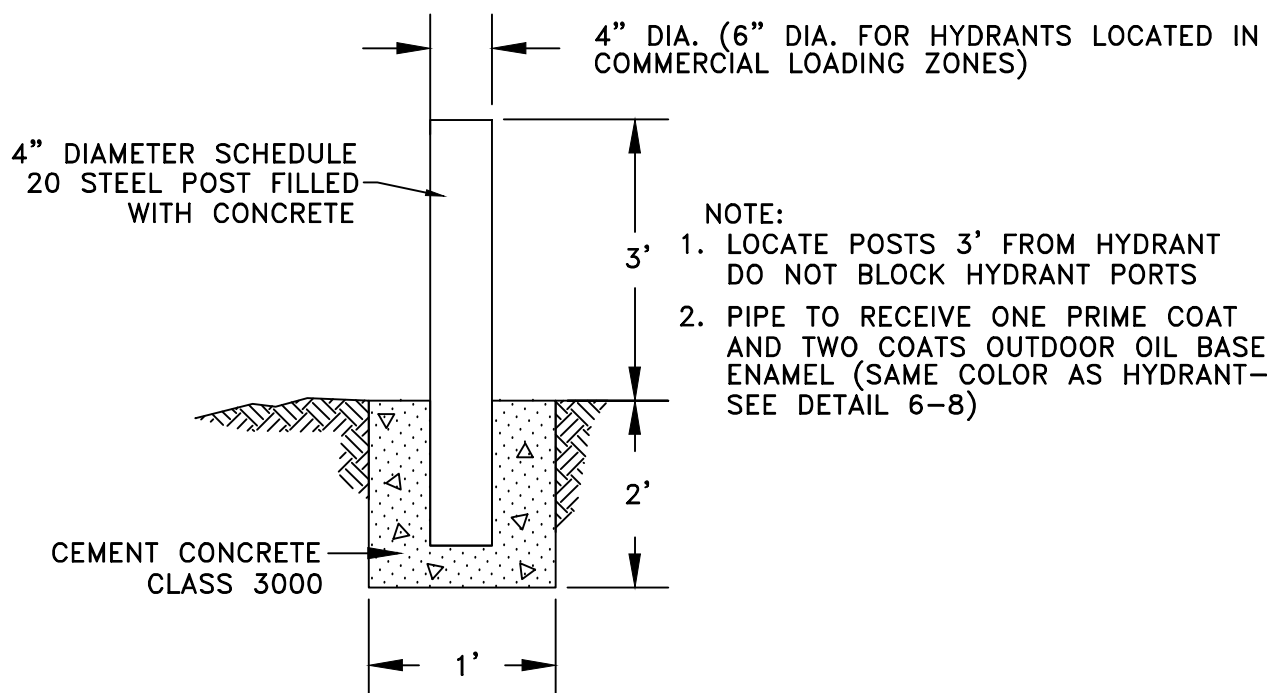
DRAWING NO.

W-10



FRONT

VALVE MARKER



HYDRANT BOLLARD

City of Stanwood



WATER SYSTEM STANDARD DETAIL

VALVE MARKER POST & HYDRANT
BOLLARD DETAIL

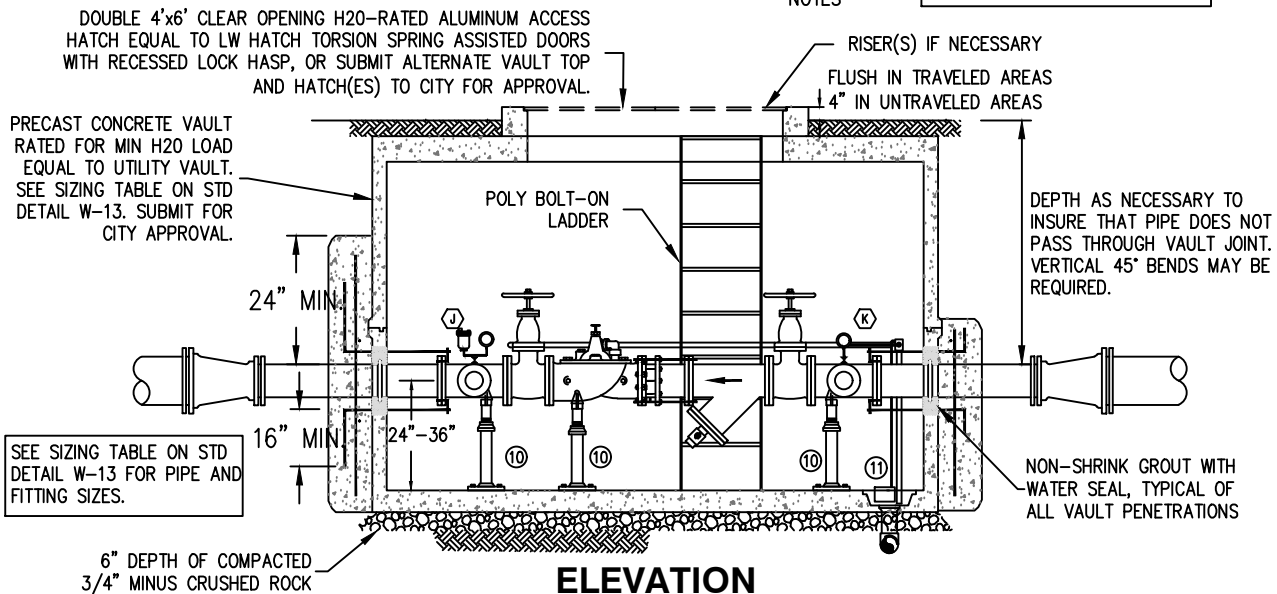
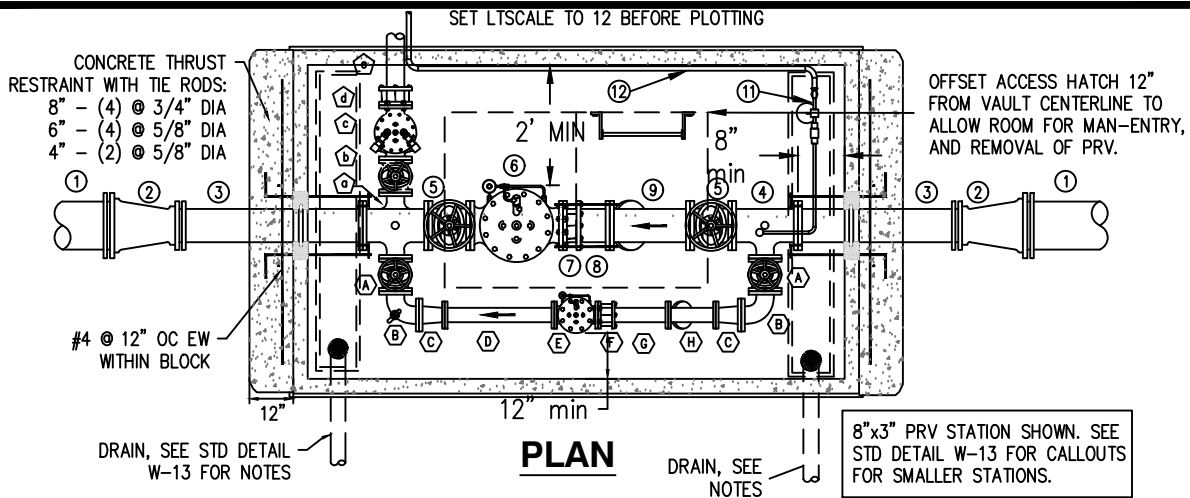
File:STADETW11

Revised: Jul 22, 2025

Printed: Jul 22, 2025

DRAWING NO.

W-11



- | | | |
|--|--|---|
| ① DI PIPE, LENGTH TO FIT | ⑩ ADJUSTABLE SADDLE PIPE SUPPORT, RISER PIPE, AND BASE EQUAL TO GRINNEL FIGURE 264. ALSO PROVIDE (1) UNDER BYPASS LINE | Ⓐ 4" RS GATE VALVE (FL) |
| ② DI REDUCER (MjxmJ) | ⑪ HYDROMATIC PUMP GC SYSTEMS MODEL #996633-51-2 W/FLOAT SWITCH (IF REQUIRED, SEE W-13) | Ⓑ 4" DI 90° BEND (FL) |
| ③ DI SPOOL WITH COLLAR (FLxPE) LTF, OR LINK-SEAL | ⑫ 1" GALVANIZED PUMP DISCHARGE PIPE SECURED TO VAULT WALL | Ⓒ 4"x3" DI REDUCER |
| ④ DI REDUCING TEE (FLxFLx4"FL) w/1" TAP ON TOP | Ⓐ SAME AS ④ OR REDUCING CROSS (FL) FOR PRESSURE RELIEF VALVE. | Ⓓ 3" DI PIPE (FL) 36" LENGTH |
| ⑤ RS GATE VALVE (FLxFL) w/HAND WHEEL | Ⓑ RS GATE VALVE (FLxFL) | Ⓔ CLA-VAL 90G-01ABS PRESSURE REDUCING VALVE (FLxFL) OR CITY APPROVED EQUAL*. EPOXY LINING, VALVE POSITION INDICATOR. SS PILOT LINES |
| ⑥ CLA-VAL 90G-01ABS PRESSURE REDUCING VALVE (FLxFL), EPOXY LINING, VALVE POSITION INDICATOR. SS PILOT & SS LINES | Ⓒ CLA-VAL 50G-01 PRESSURE RELIEF VALVE (FLxFL) OR CITY APPROVED EQUAL*, EPOXY LINING, VALVE POSITION INDICATOR, SS PILOT LINES | Ⓕ FCA |
| ⑦ FCA w/SHACKLE RESTRAINT | Ⓓ FCA | Ⓖ 4" DI PIPE (FLxPE) LTF |
| ⑧ DI PIPE (FLxPE) APPROX. 12" LENGTH | Ⓔ DI PIPE | Ⓗ STRAINER (FL) EQUAL TO WATTS 77F-D-FDA AND BRONZE BALL VALVE FOR BLOW OUT |
| ⑨ STRAINER (FLxFL) EQUAL TO WATTS 77F-D-FDA, EPOXY LINED AND BRASS BALL VALVE FOR BLOW OUT | | Ⓙ PRESSURE GAUGE AND AIR VALVE, SEE W-13 |
| | | Ⓚ PRESSURE GAUGE, SEE W-13 |
- NOTE: ITEMS Ⓐ - Ⓔ ARE USED ONLY IF A PRESSURE RELIEF VALVE IS TO BE INSTALLED. DETERMINATION OF WHEN TO INSTALL AND SIZING WILL BE BY THE CITY ON A PER PROJECT BASIS.
- * CITY APPROVED EQUALS MUST BE SUBMITTED TO THE CITY FOR REVIEW. APPROVAL OR REJECTION SHALL BE DETERMINED BY THE CITY.

City of Stanwood



WATER SYSTEM STANDARD DETAIL

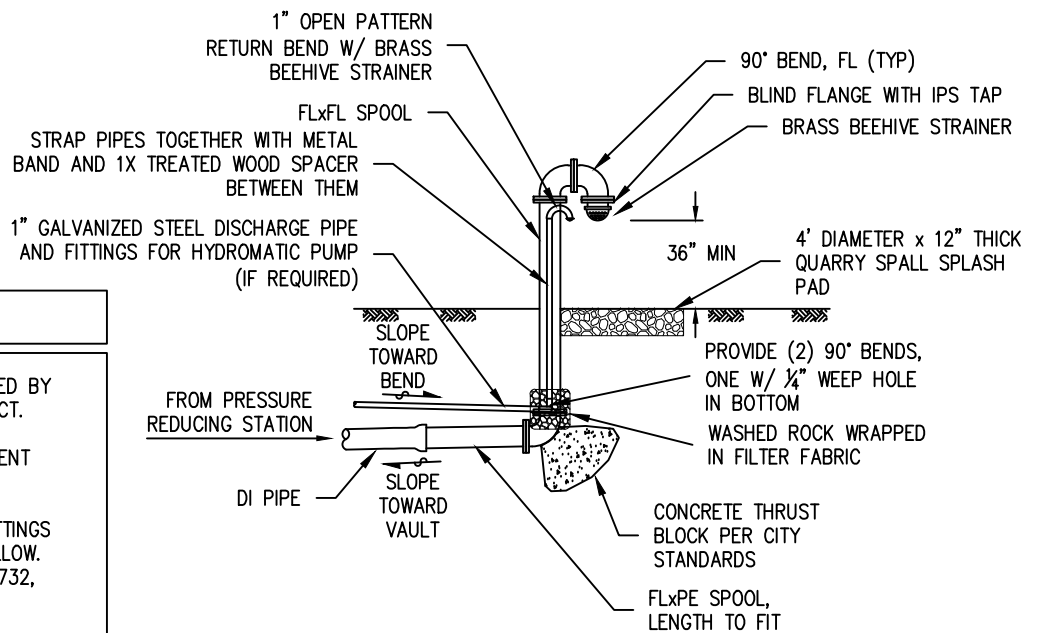
PRESSURE REDUCING STATION

File:STADETW12 Revised:Jul 22, 2025 Printed:Jul 22, 2025

DRAWING NO. W-12

NOTES

1. PIPING SHALL BE SIZED AND LOCATED BY THE CITY FOR EACH INDIVIDUAL PROJECT.
2. DI PIPING SHALL BE CLASS 52 CEMENT LINED DUCTILE IRON.
3. PAINT ALL EXPOSED PIPING AND FITTINGS ABOVE GRADE RUSTOLEUM SAFETY YELLOW. BASE No. 288-14, COLOR CODE AX-6732, T-4432, OR PER CITY ENGINEER.



City of Stanwood



WATER SYSTEM STANDARD DETAIL

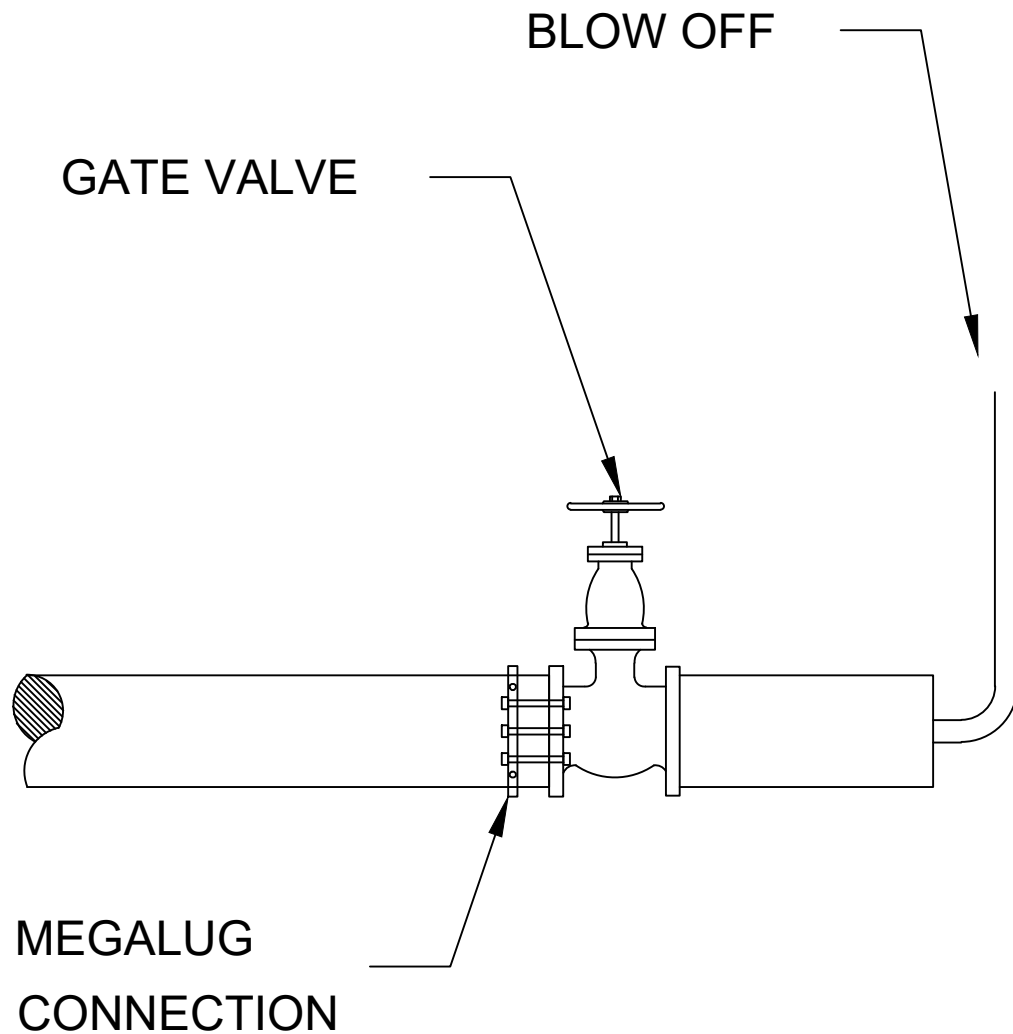
PRESSURE RELIEF DISCHARGE PIPING

File:STADETW13B Revised:Jul 22, 2025 Printed:Jul 22, 2025

DRAWING NO.

W-13B

NOTES:
 VALVE WITH BLOW
 OFF ASSEMBLY
 SUPPLIED FOR
 TEMPORARY USE TO
 RETRIEVE CLEANING
 PIG



City of Stanwood



WATER SYSTEM STANDARD DETAIL

POLYPIG RETRIEVAL STUB

File:STADETW18

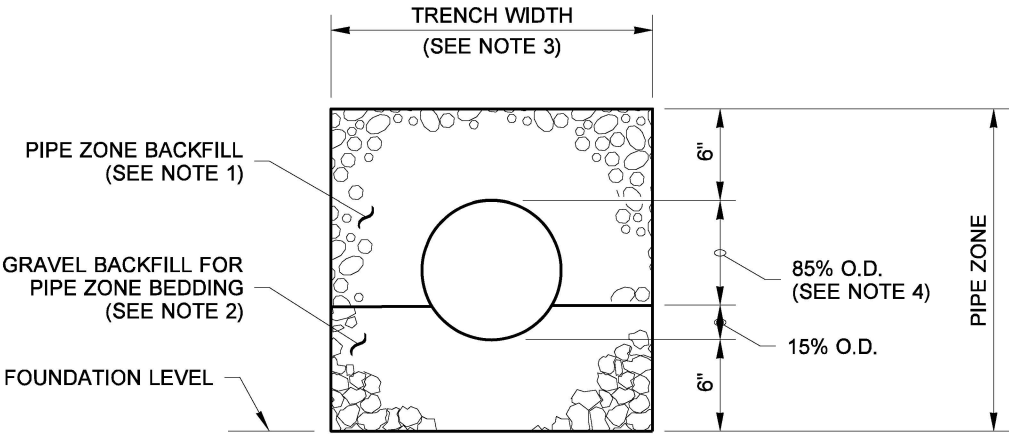
Revised:Jul 22, 2025

Printed:Jul 22, 2025

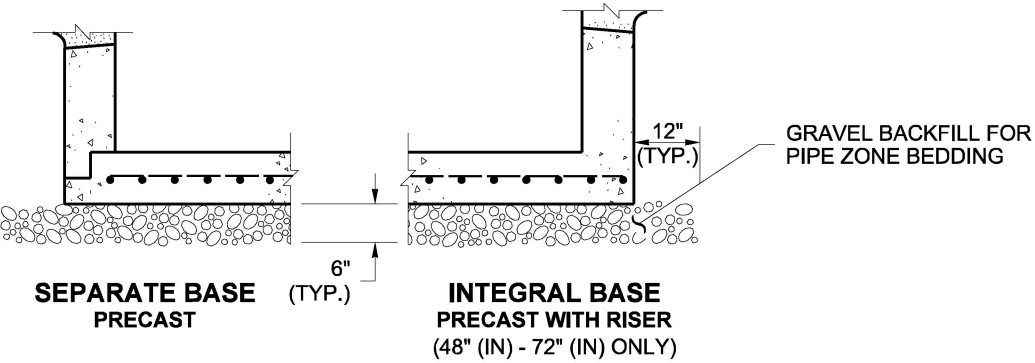
DRAWING NO.

W-18

DRAWN BY: FERN LIDDELL

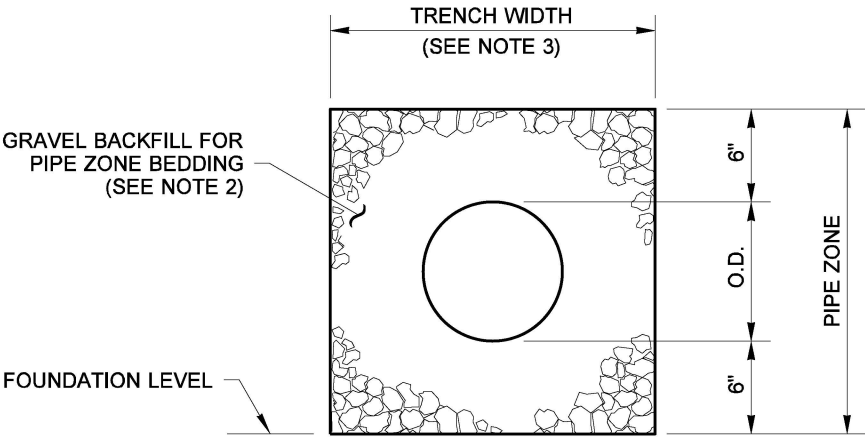


CONCRETE AND DUCTILE IRON PIPE

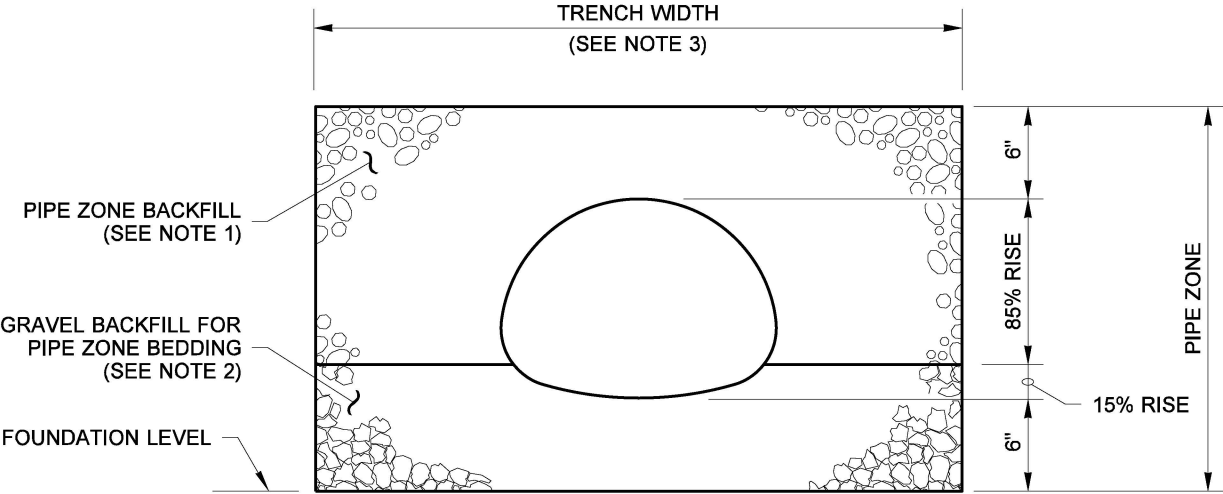


TYPICAL CONDITION FOR DRAINAGE STRUCTURE

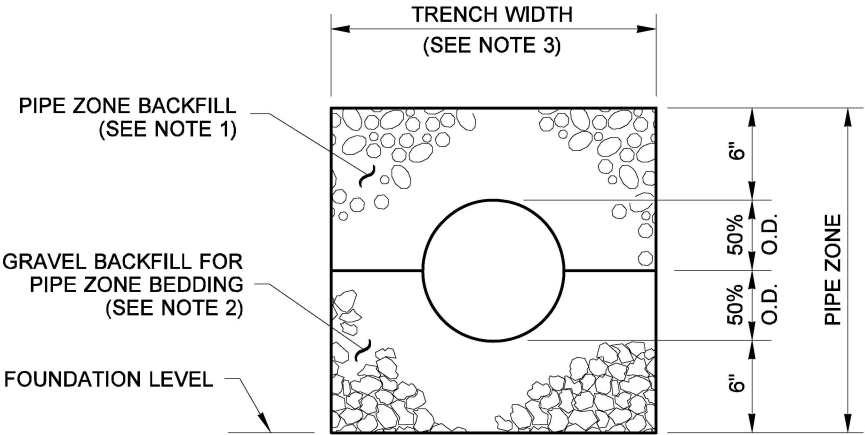
THIS DETAIL APPLIES TO STANDARD PLANS B-5.20, B-5.40, B-5.60, B-10.20, B-10.40, B-15.20, B-15.40, B-15.60, B-25.20, B-25.60, B-35.20 AND B-35.40.



THERMOPLASTIC PIPE



PIPE ARCHES



METAL AND STEEL RIB
REINFORCED POLYETHYLENE PIPE

CLEARANCE BETWEEN PIPES FOR MULTIPLE INSTALLATIONS		
PIPE	SIZE	MINIMUM DISTANCE BETWEEN BARRELS
CIRCULAR PIPE (DIAMETER)	UP TO 48"	24"
METAL PIPE ARCH (SPAN)	48" AND LARGER	DIAMETER/2 OR 36" WHICHEVER IS LESS

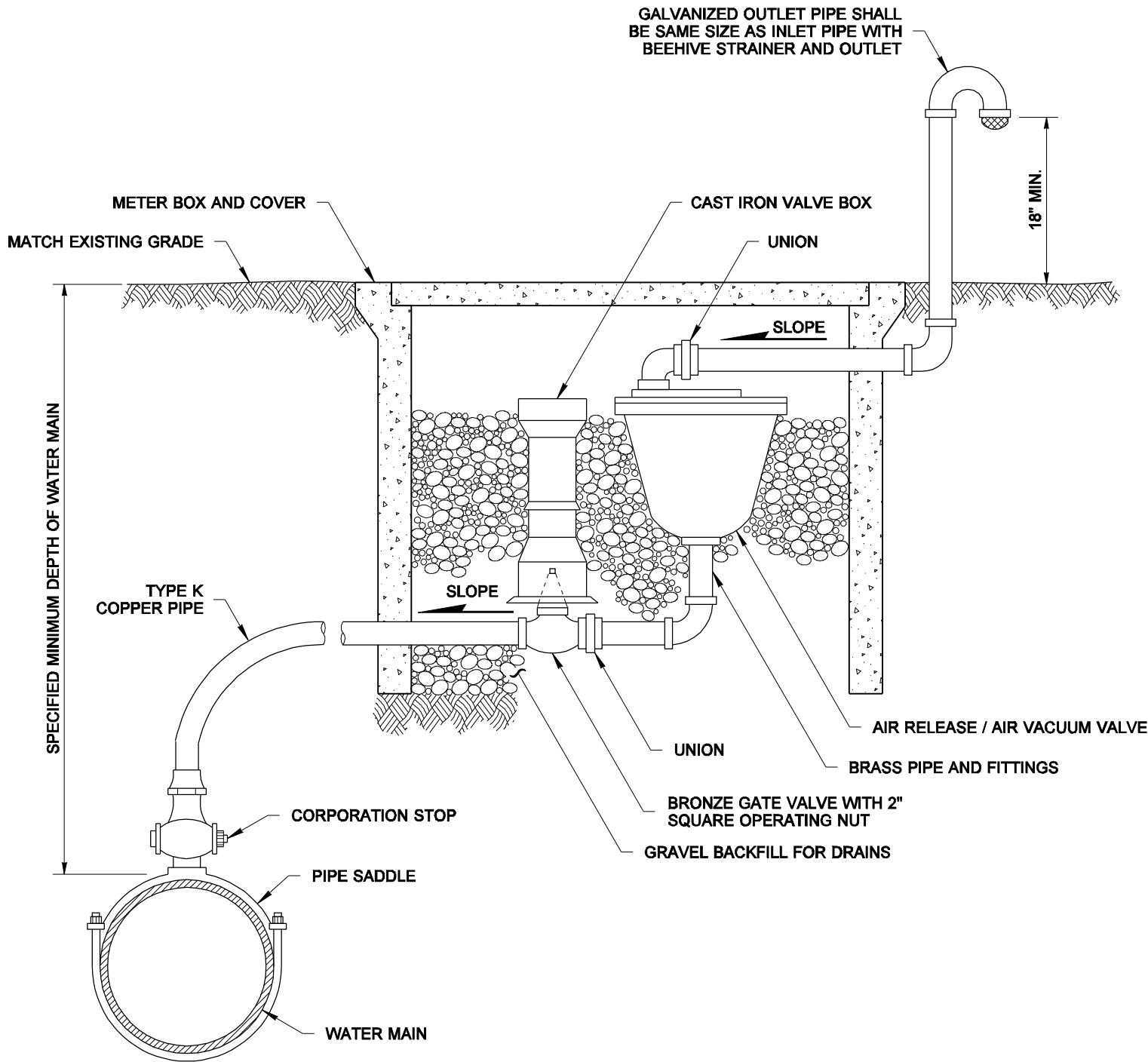


Aug 17, 2021

PIPE ZONE BEDDING
AND BACKFILL
STANDARD PLAN B-55.20-03

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
Aug 17, 2021
STATE DESIGN ENGINEER
Washington State Department of Transportation



NOTES

1. The size of the combination air release / air vacuum valve shall be specified in the Contract. The piping and valves shall be the same size as the combination air release / air vacuum valve.
2. Locate at the high point of the main, tap top of main.



EXPIRES JULY 1, 2007

**COMBINATION
AIR RELEASE / AIR VACUUM
VALVE ASSEMBLY
STANDARD PLAN B-90.30-00**

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Harold J. Peterfeso

STATE DESIGN ENGINEER

06-08-06

DATE

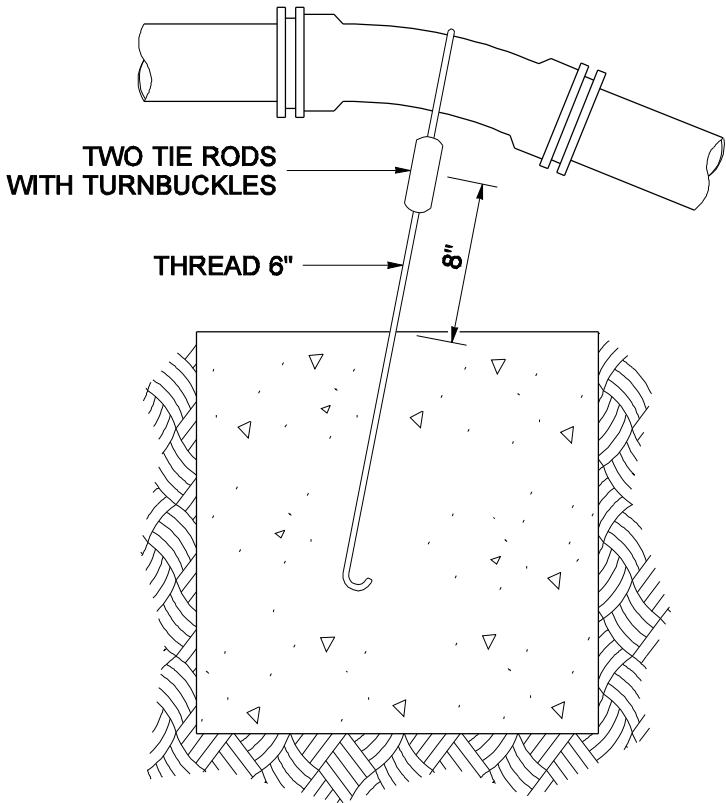


Washington State Department of Transportation

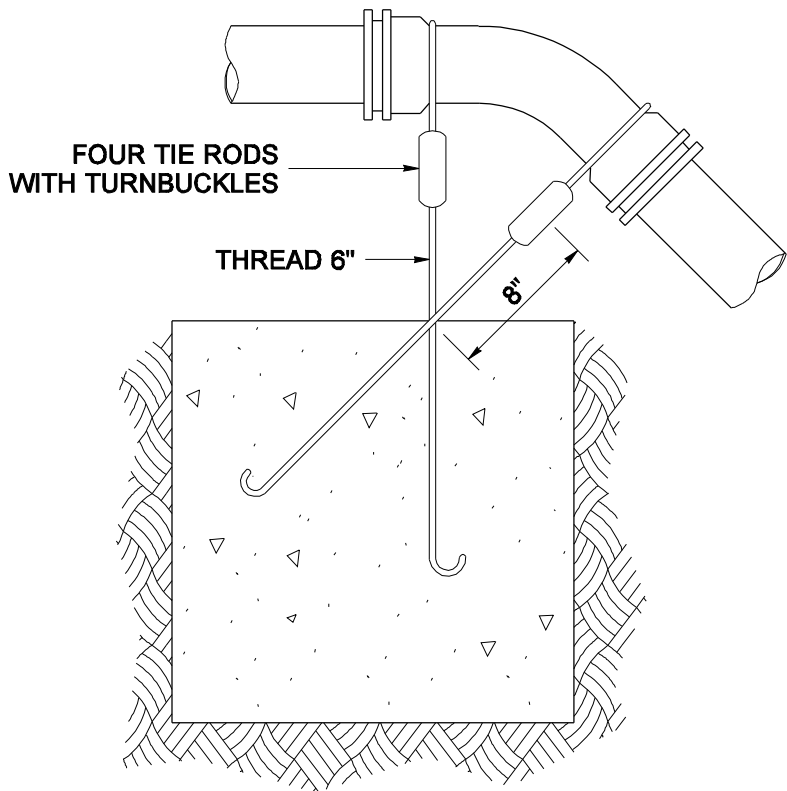
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NOTE

Steel tie rods to be heavily coated with asphalt after installation.



BLOCKING FOR 11.25° OR 22.5° VERTICAL BENDS



BLOCKING FOR 45° VERTICAL BENDS

DIMENSION TABLE						
PIPE DIAM.	TEST PRESSURE (PSI)	BEND ANGLE	CONCRETE VOLUME (Ft³)	CUBE SIZE (Ft)	TIE ROD DIAM.	TIE ROD EMBEDMENT
4"	250	11.25°	6	1.8	5/8"	17"
		22.5°	12	2.3		
		45°	22	2.8		
6"	250	11.25°	14	2.4	5/8"	17"
		22.5°	27	3.0		
		45°	50	3.7		
8"	250	11.25°	25	2.9	5/8"	17"
		22.5°	48	3.6		
		45°	89	4.5		
10"	250	11.25°	38	3.4	5/8"	17"
		22.5°	75	4.2		
		45°	139	5.2		
12"	250	11.25°	55	3.8	5/8"	17"
		22.5°	108	4.8		
		45°	200	5.8	7/8"	24"
14"	250	11.25°	75	4.2	5/8"	17"
		22.5°	147	5.3	3/4"	20"
		45°	272	6.5	1"	27"
16"	250	11.25°	98	4.6	5/8"	17"
		22.5°	192	5.8	7/8"	24"
		45°	355	7.1	1 1/8"	30"



EXPIRES JULY 1, 2007

NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT. IT IS A PRELIMINARY DESIGN. THE ENGINEER'S SEAL IS REQUIRED FOR THE PLAN TO BE USED. THE ENGINEER'S SEAL IS REQUIRED FOR THE PLAN TO BE USED. THE ENGINEER'S SEAL IS REQUIRED FOR THE PLAN TO BE USED. A COPY MAY BE OBTAINED UPON REQUEST.

CONCRETE THRUST BLOCK
FOR CONVEX
VERTICAL BENDS
STANDARD PLAN B-90.50-00

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

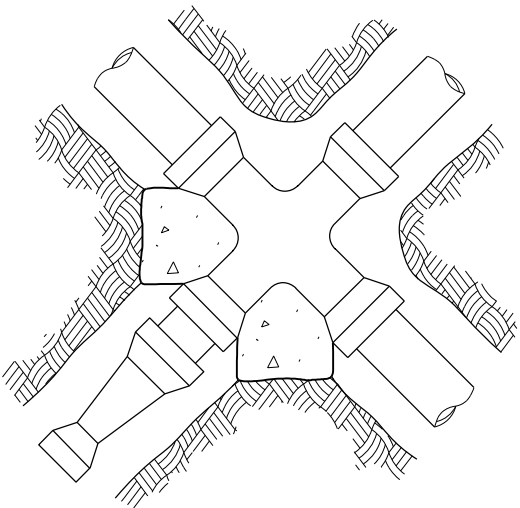
Harold J. Peterfeso 06-08-06

STATE DESIGN ENGINEER

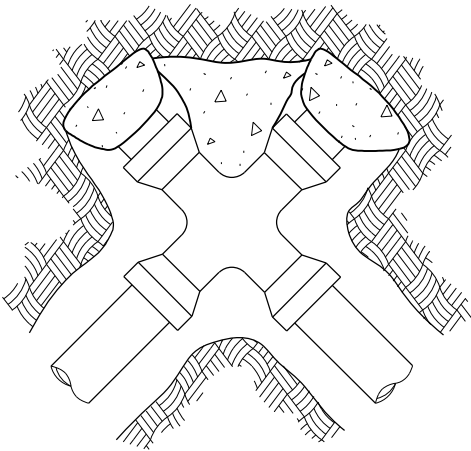
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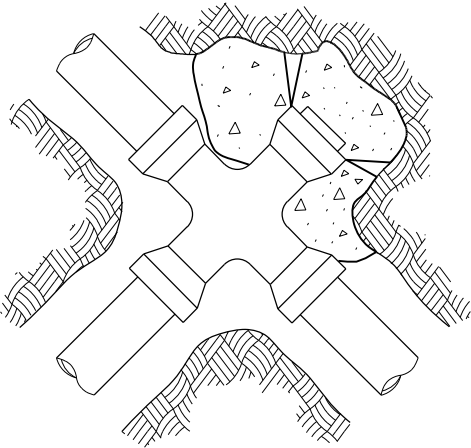
Washington State Department of Transportation



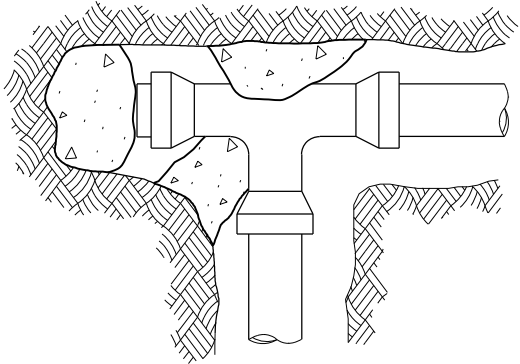
PLAN VIEW
UNBALANCED CROSS
(USE COLUMN A)



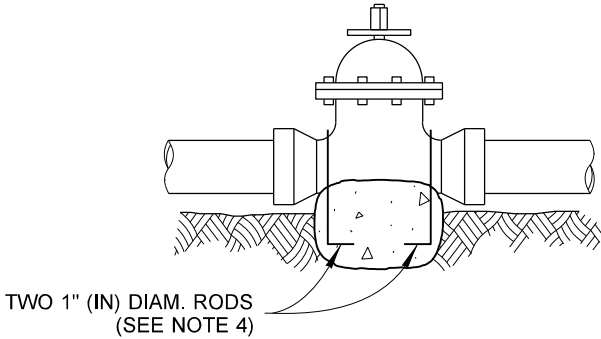
PLAN VIEW
PLUGGED CROSS
(USE COLUMN B)



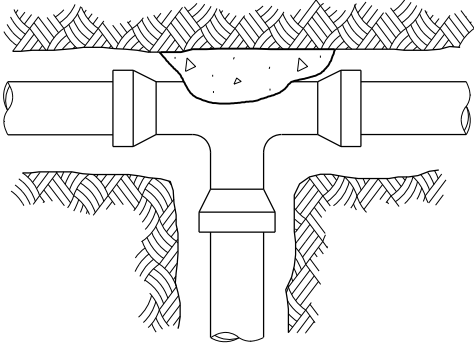
PLAN VIEW
PLUGGED CROSS
(USE COLUMN A)



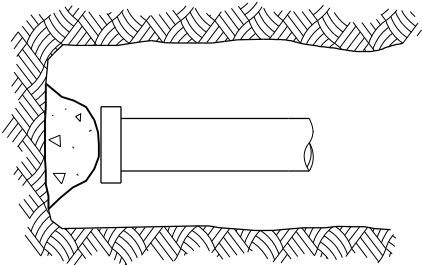
PLAN VIEW
PLUGGED TEE
(USE COLUMN B)



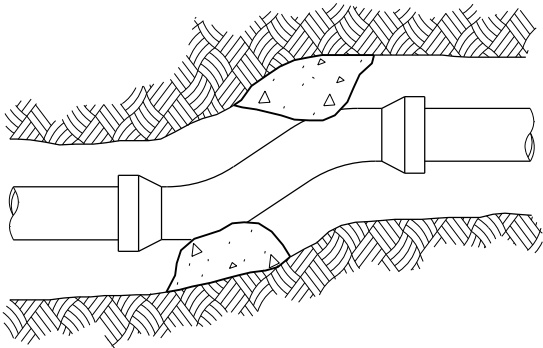
PROFILE VIEW
VALVE
(USE COLUMN A)



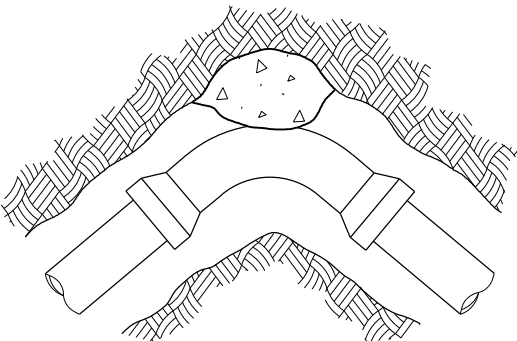
PLAN VIEW
TEE



PLAN VIEW
DEAD END



PLAN VIEW
OFFSET
(USE COLUMNS B ~ E)



PLAN VIEW
BEND

NOTES

- 1. Contractor to provide blocking adequate to withstand full test pressure.
- 2. Divide thrust by safe bearing load to determine required area (in square feet) of concrete to distribute load.
- 3. Areas to be adjusted for other pressure conditions.
- 4. Provide two 1" (in) minimum diameter rods on valves up through 10" (in) diameter. Valves larger than 10" (in) require special tie rod design.

SIZE	TEST PRESSURE (PSI)	THRUST AT FITTINGS IN POUNDS				
		A	B	C	D	E
		TEE AND DEAD ENDS	90° BEND	45° BEND	22.5° BEND	11.25° BEND
4"	250	3,140	4,440	2,405	1,225	615
6"	250	7,070	9,995	5,410	2,760	1,385
8"	250	12,565	17,770	9,620	4,905	2,465
10"	250	19,635	27,770	15,030	7,660	3,850
12"	250	28,275	39,985	21,640	11,030	5,545
14"	250	38,485	54,425	29,455	15,015	7,545
16"	250	50,265	71,085	38,470	19,615	9,855

SOIL TYPE	SAFE BEARING LOAD (PSF)
MUCK, PEAT, ETC.	0
SOFT CLAY	1,000
SAND	2,000
SAND AND GRAVEL	3,000
SAND AND GRAVEL CEMENTED WITH CLAY	4,000
HARD SHALE	10,000

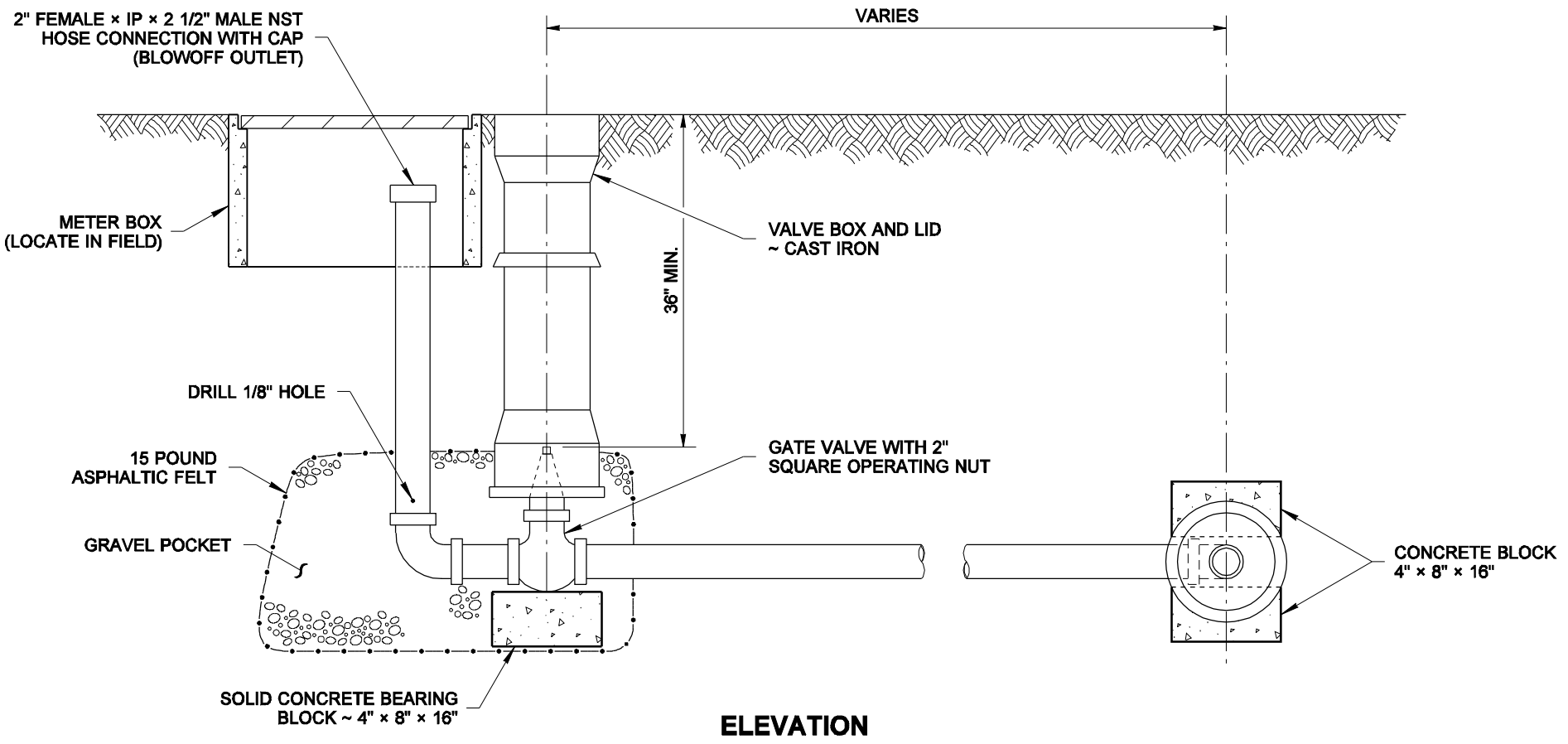
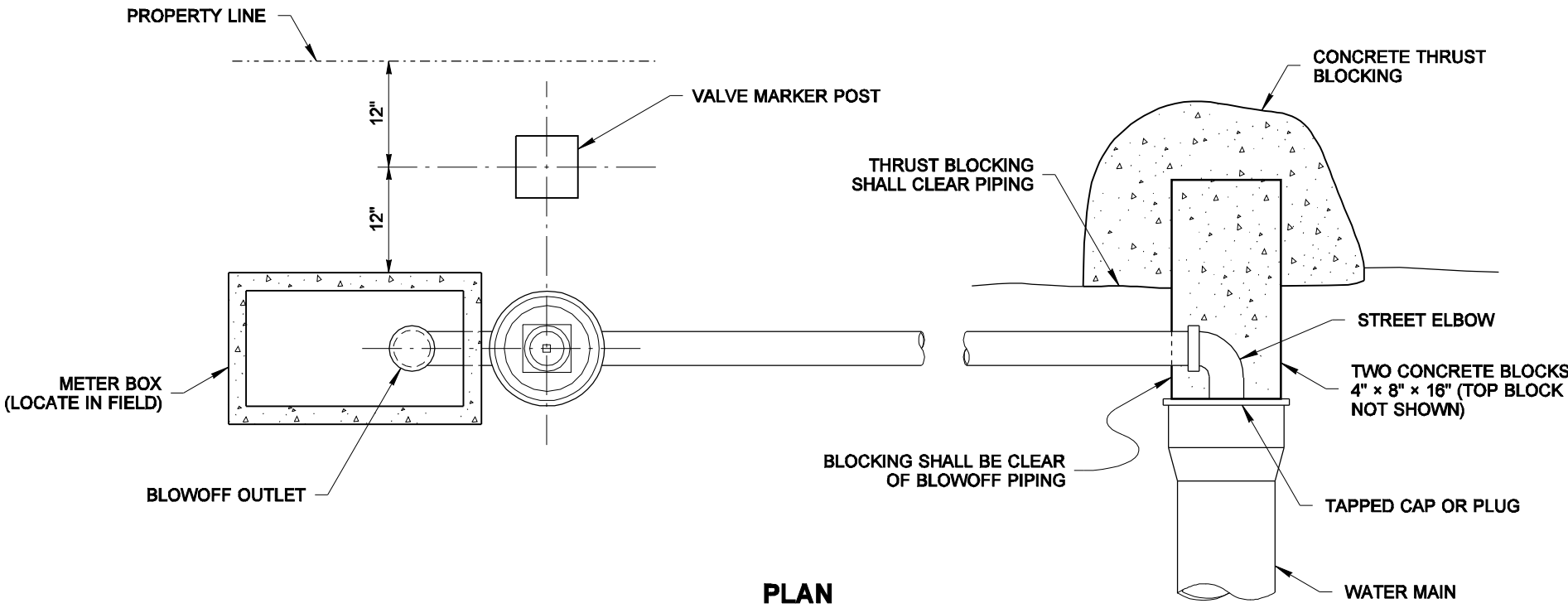


CONCRETE THRUST BLOCK
STANDARD PLAN B-90.40-01

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

STATE DESIGN ENGINEER
Washington State Department of Transportation



NOTES

1. Coat the pipe threads with asphalt after assembly.
2. All piping shall be galvanized steel.
3. Valve and piping to valve shall be 2" unless otherwise noted in the Contract.
4. Locate blowoff outlet near property corner if possible.



NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT. IT IS A PRELIMINARY DESIGN. THE ENGINEER'S RESPONSIBILITY IS TO THE CLIENT AND NOT TO THE PUBLIC. THE ENGINEER'S DESIGN IS NOT A GUARANTEE OF PERFORMANCE. A COPY MAY BE OBTAINED UPON REQUEST.

2 INCH BLOWOFF ASSEMBLY
STANDARD PLAN B-90.20-00

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Harold J. Peterfeso **06-08-06**

STATE DESIGN ENGINEER

DATE



Washington State Department of Transportation



CITY OF STANWOOD

SEWER SYSTEM STANDARD DETAILS INDEX

STANDARD DETAILS

S-1	TYPE 1 MANHOLE
S-2	FLAT TOP MANHOLE
S-3	MANHOLE COLLAR
S-4	CLEANOUT
S-5	FORCE MAIN AIR RELEASE ASSEMBLY
S-6	LIFT STATION EMERGENCY BYPASS CONNECTION
S-7	TYPICAL PRESSURE SEWER SERVICE DETAIL
S-8	TYPICAL E-1 GRINDER PUMP INSTALLATION
S-9	GRINDER PUMP INSTALLATION CONCRETE BALLAST
S-10	LOW PRESSURE FORCE MAIN CLEANOUT DETAIL
S-11	GREASE INTERCEPTOR
S-12	INDOOR GREASE TRAP
WSDOT B-85.50-01	DROP CONNECTION FOR SANITARY SEWERS
WSDOT B-85.20-00	SIDE SEWER CONNECTION
WSDOT B-90.40-01	CONCRETE THRUST BLOCK
WSDOT B-55.20-03	PIPE ZONE BEDDING AND BACKFILL

City of Stanwood



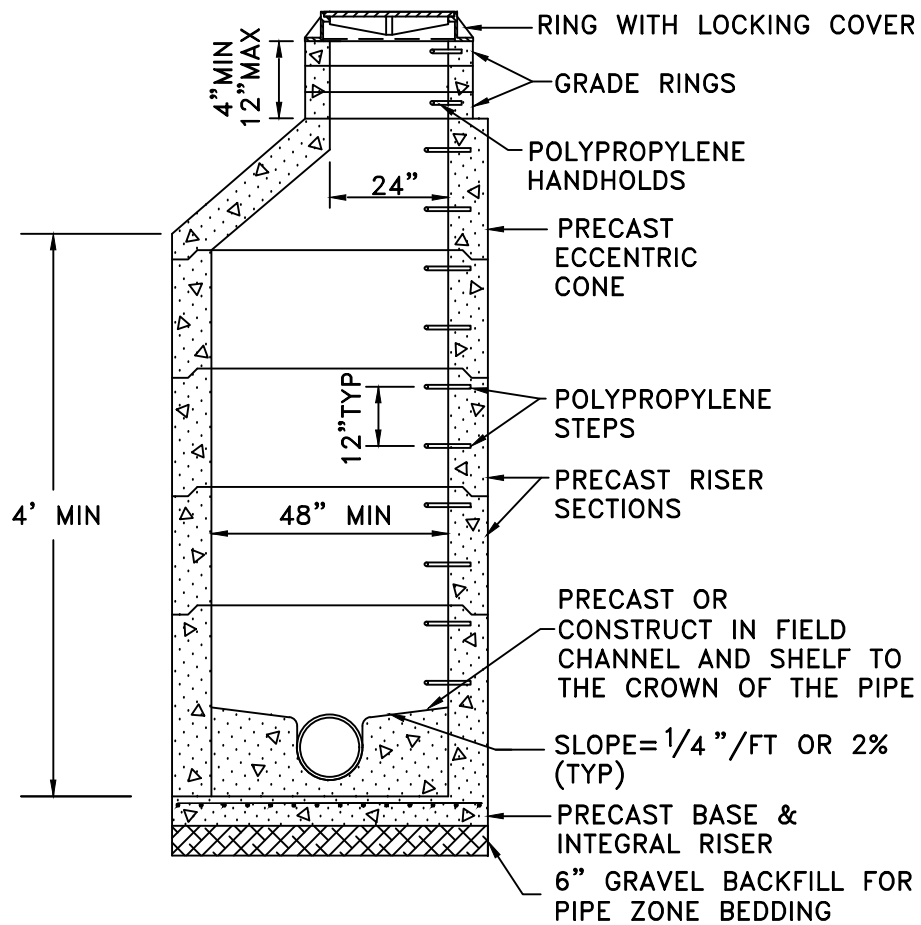
TRANSPORTATION STANDARD DETAIL

SEWER DETAIL INDEX

File:STADETSINDEX Revised:Jul 21, 2025 Printed:Jul 21, 2025

DRAWING NO.

S-0



NOTES:

1. PRECAST MANHOLES SHALL MEET THE REQUIREMENTS OF ASTM C478. JOINTS SHALL BE RUBBER GASKETED CONFORMING TO ASTM C443 AND SHALL BE GROUTED FROM THE INSIDE. LIFT HOLES SHALL BE GROUTED FROM THE OUTSIDE AND INSIDE OF THE MANHOLE.
2. STEPS IN MANHOLE SHALL HAVE 6" MINIMUM CLEARANCE. HANDHOLES IN ADJUSTMENT SECTION SHALL HAVE 3" MINIMUM CLEARANCE THE FIRST STEP OR HANDHOLD SHALL BE A MAXIMUM OF 12" FROM THE TOP OF THE COVER.
3. CONNECTION TO MANHOLE SHALL BE MADE BY KOR-N-SEAL BOOT, SAND COLLAR OR A-LOCK GASKET.
4. SEE DETAIL S-3 FOR MANHOLE COLLAR INSTALLATION.
5. A SEWER GUARD SHALL BE INSTALLED IN ANY MANHOLE SUBJECT TO FLOODING.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

TYPE 1 MANHOLE

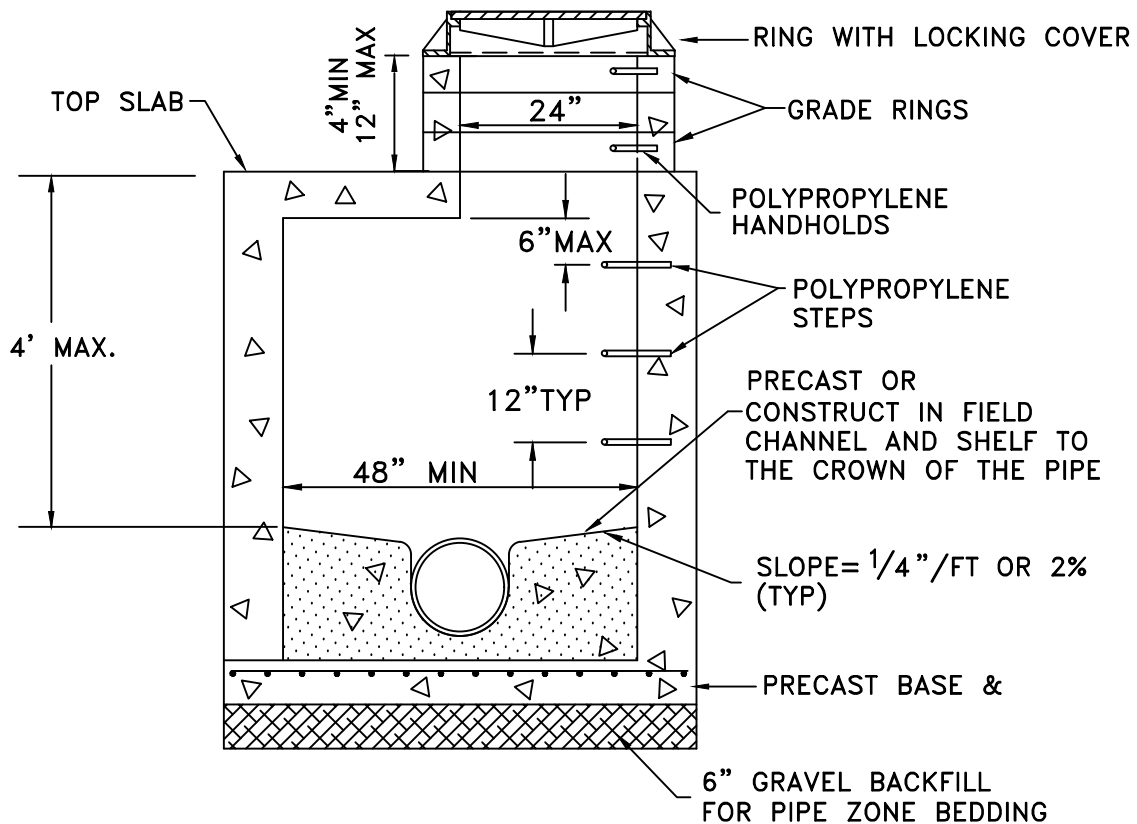
File:STADETS01

Revised: Jul 21, 2025

Printed: Jul 21, 2025

DRAWING NO.

S-1



NOTES:

1. PRECAST MANHOLES SHALL MEET THE REQUIREMENTS OF ASTM C478. JOINTS SHALL BE RUBBER GASKETED CONFORMING TO ASTM C443 AND SHALL BE GROUTED FROM THE INSIDE. LIFT HOLES SHALL BE GROUTED FROM THE OUTSIDE AND INSIDE OF THE MANHOLE.
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4. SEE DETAIL S-3 FOR MANHOLE COLLAR INSTALLATION.
5. A SEWER GUARD SHALL BE INSTALLED IN ANY MANHOLE SUBJECT TO FLOODING.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

FLAT TOP MANHOLE

File:STADETS02

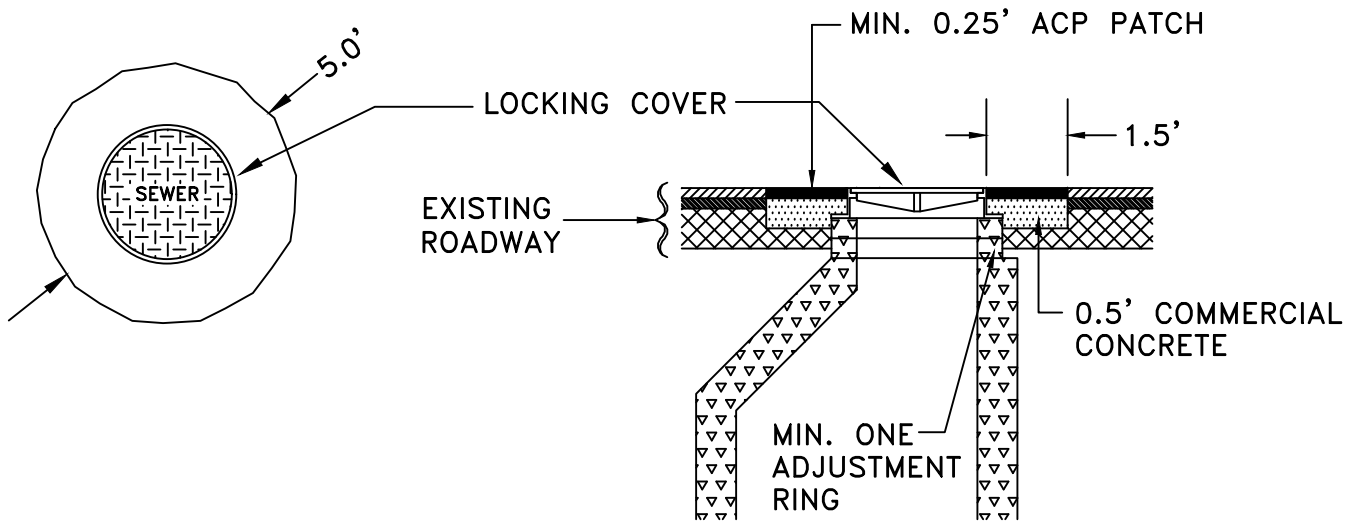
Revised:Jul 21, 2025

Printed:Jul 21, 2025

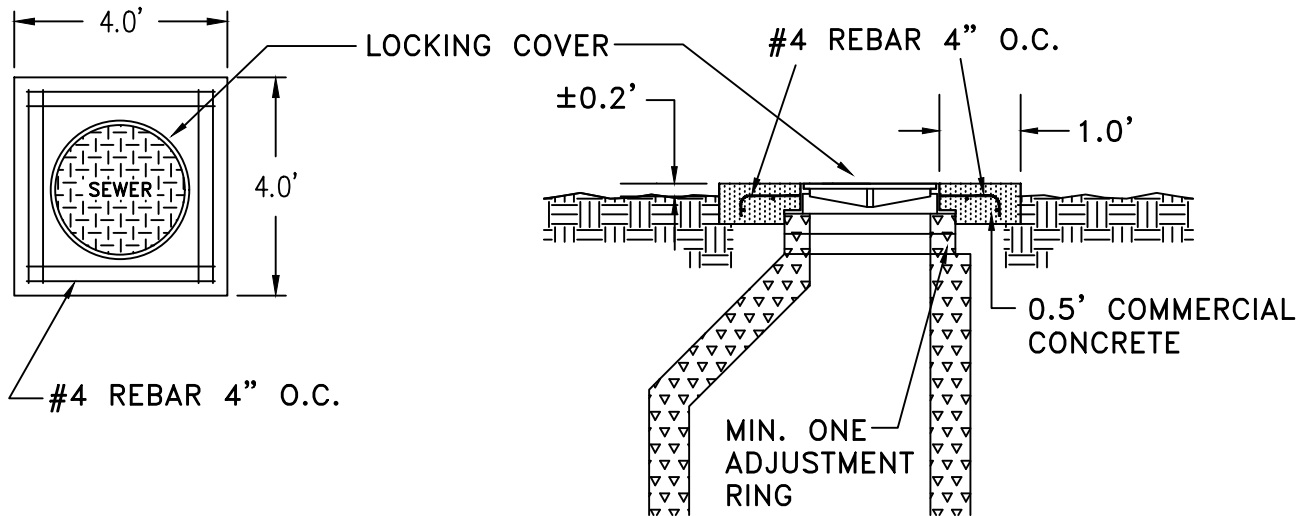
DRAWING NO.

S-2

MANHOLE IN ASPHALT



MANHOLE OUTSIDE ASPHALT



NOTE:

1. ON MANHOLE OUTSIDE ASPHALT ADD REINFORCING STEEL AS SHOWN ABOVE. DEFORMED BAR TO MEET ASTM A615 GRADE 60 FY=60,000 P.S.I.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

MANHOLE COLLAR

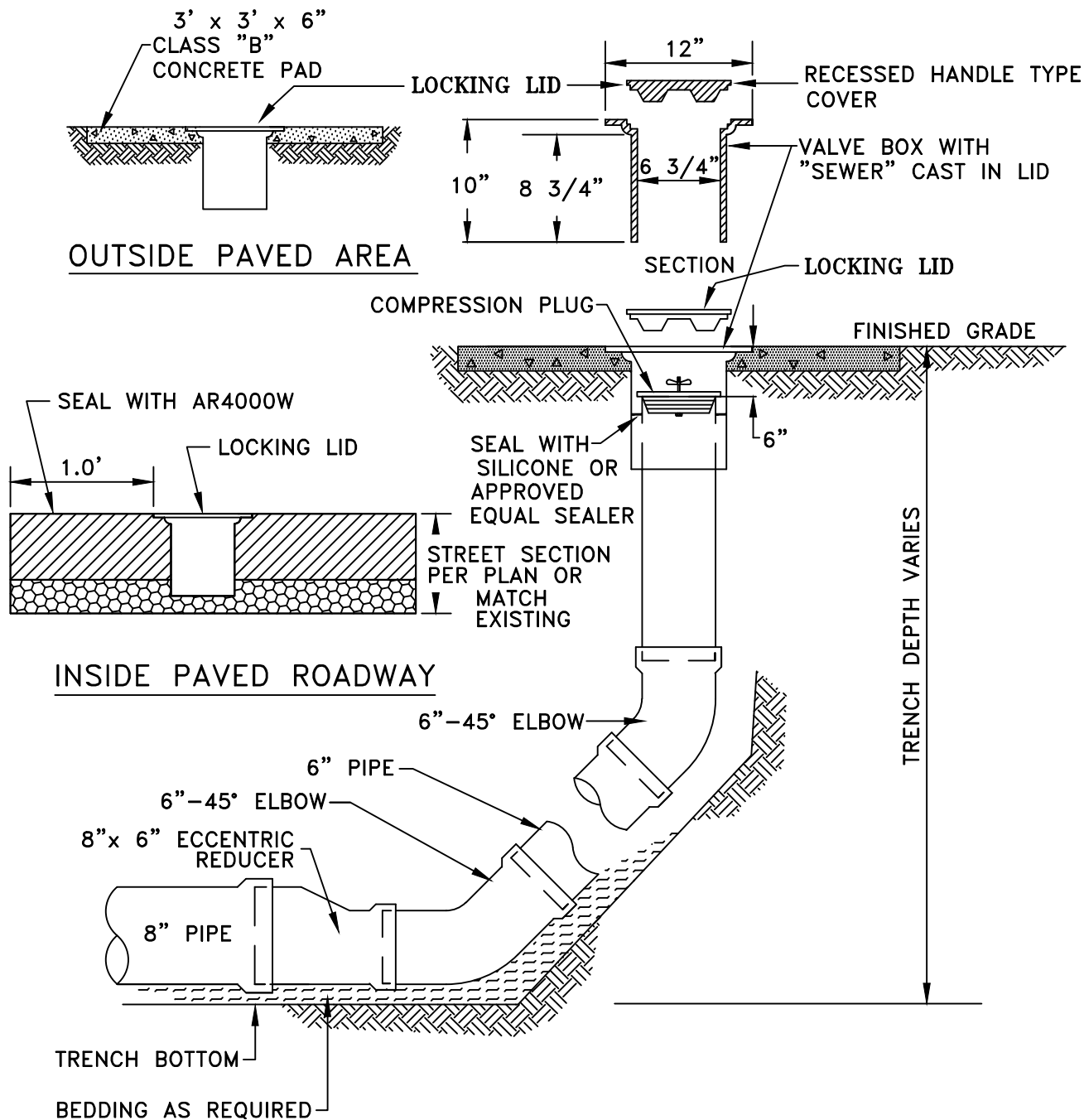
File:STADETS03

Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

S-3



NOTE:

ALL SEWER PIPE SHALL BE ASTM 3034
SDR 35.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

CLEANOUT

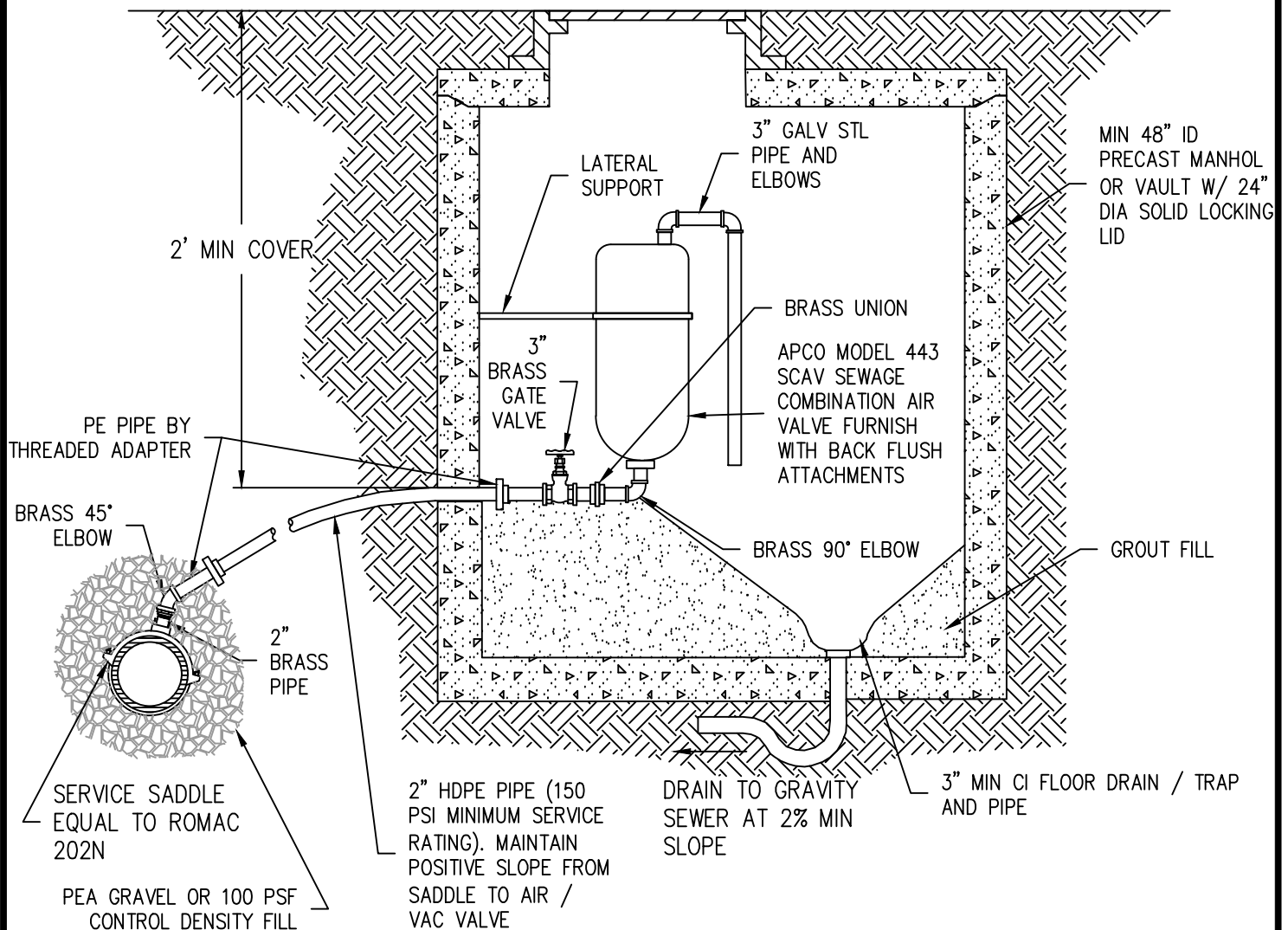
DRAWING NO.

S-4

File:STADETS04

Revised:Jul 21, 2025

Printed:Jul 21, 2025



NOTE:

1. LOCATE AIR RELEASE ASSEMBLY IN SIDEWALK WHEN POSSIBLE.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

FORCE MAIN AIR RELEASE ASSEMBLY

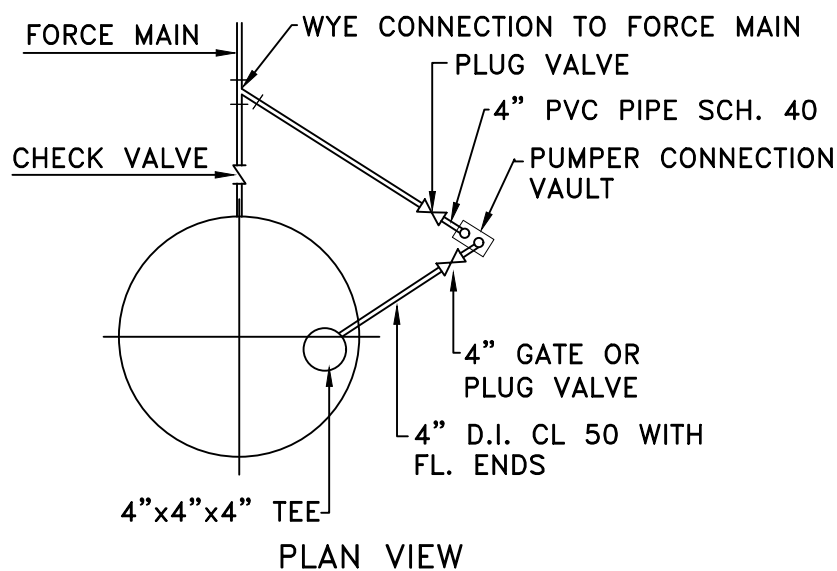
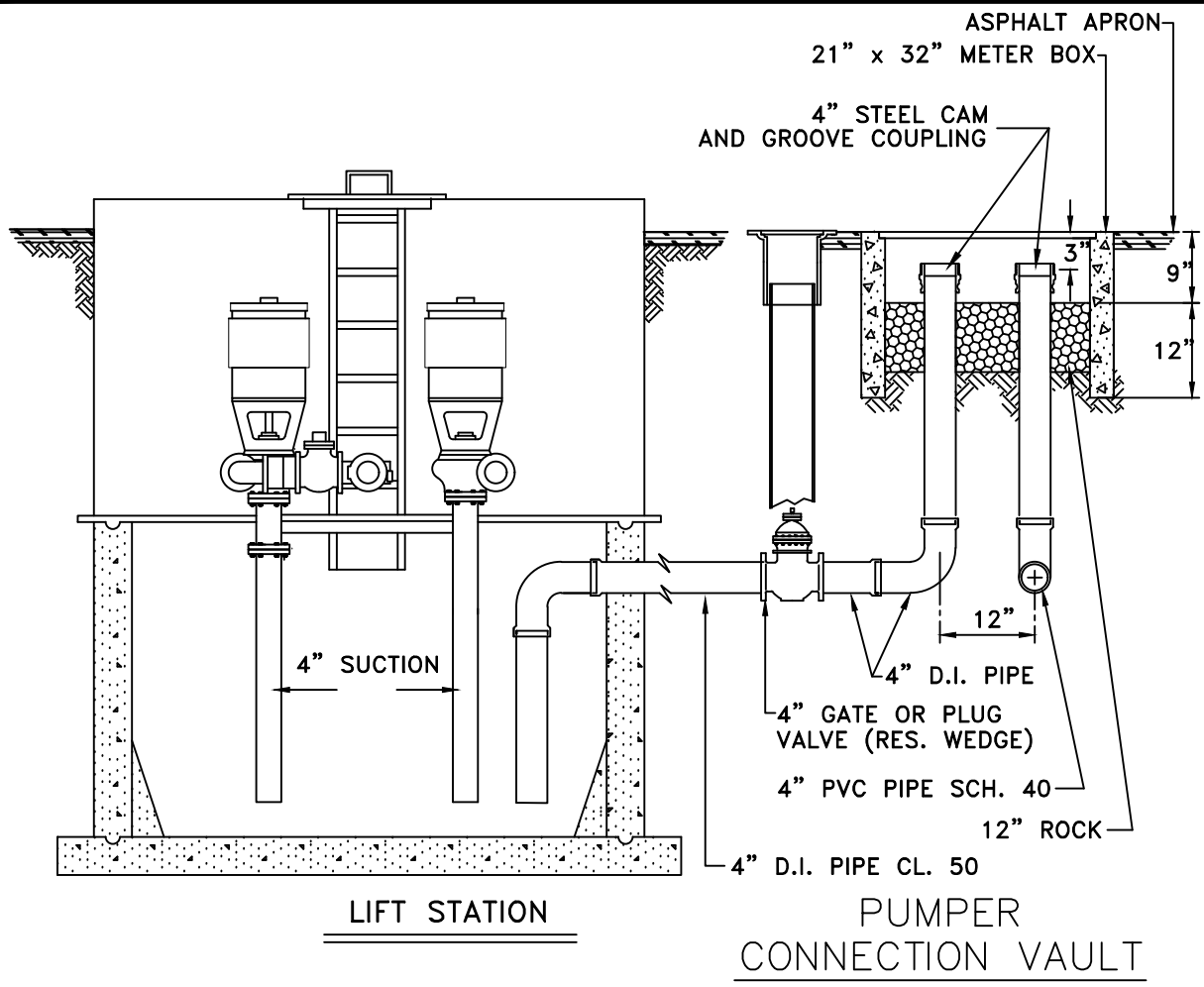
File:STADETS05

Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

S-5



NOTE:
ENGINEER TO REVISE
PIPE SIZING AS REQUIRED
FOR SPECIFIC APPLICATIONS

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

LIFT STATION EMERGENCY BYPASS CONNECTION

File:STADETS06

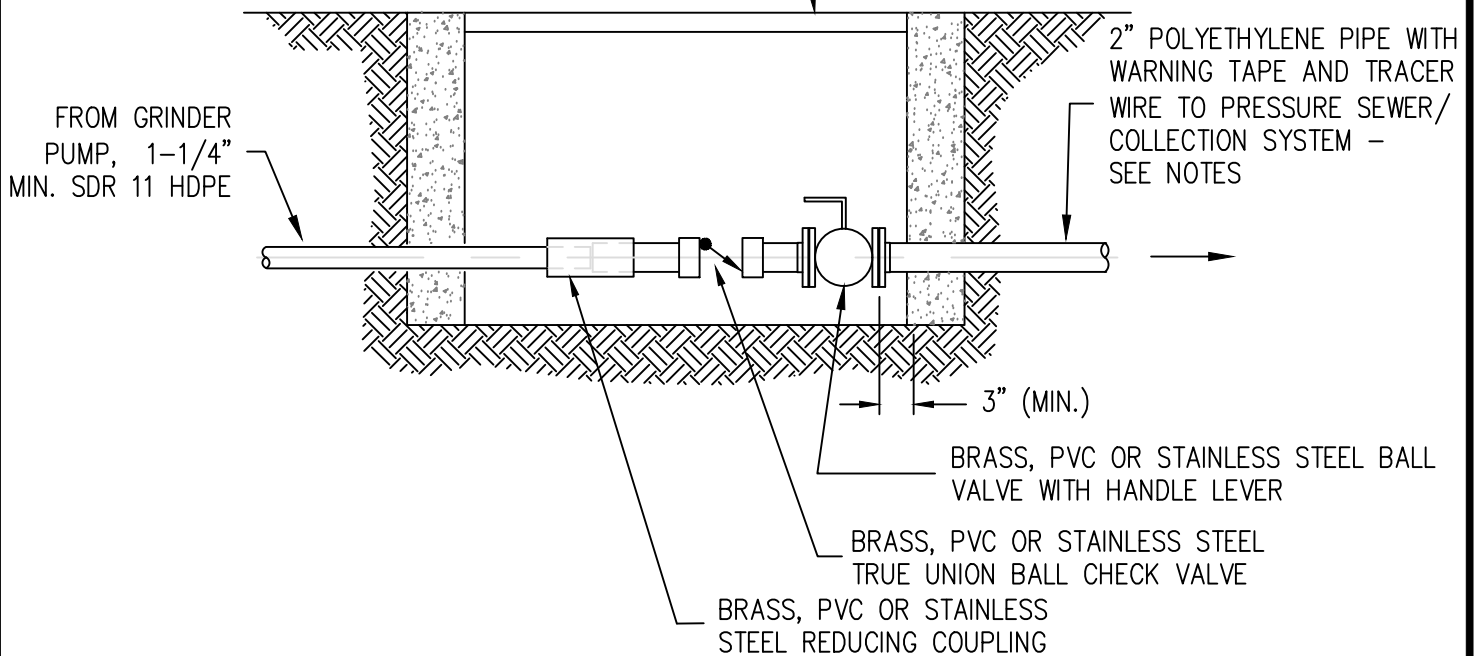
Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

S-6

PRECAST CONCRETE VALVE BOX, FOG-TITE
NO. 1 METER BOX OR EQUAL, WITH
REMOVABLE TRAFFIC LID DESIGNED FOR
H-20 LOADING. STEEL LID SHALL BE
MARKED "SEWER" WITH 2" RAISED LETTERS.



NOTES:

CONNECTION TO THE FORCE MAIN SHALL BE BY
FUSION WELDED SADDLE OR ROMAC SERVICE SADDLE
WITH STAINLESS STEEL STRAPS. CONNECTION TO A
2-INCH FORCE MAIN MAY ALSO BE MADE BY A
BRASS, COPPER, STAINLESS STEEL OR PVC SCH 40
COMPRESSION TEE AND FITTING.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

TYPICAL PRESSURE SEWER SERVICE DETAIL

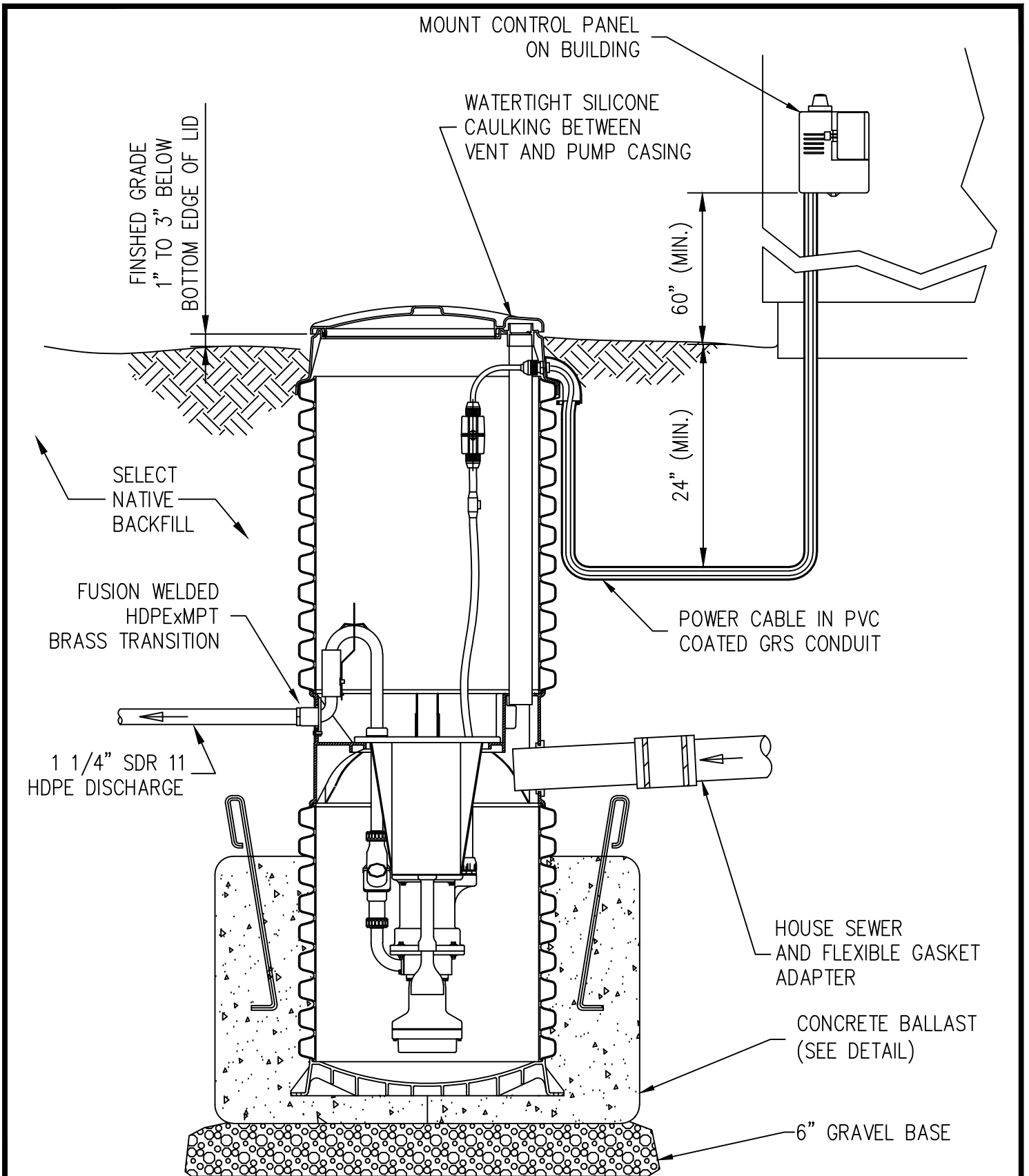
File:STADETS07

Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

S-7



City of Stanwood



SEWER SYSTEM STANDARD DETAIL

TYPICAL E-1 GRINDER PUMP INSTALLATION

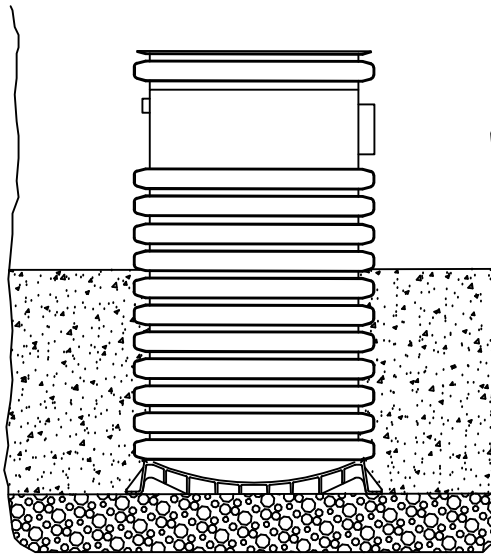
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Revised:Jul 21, 2025

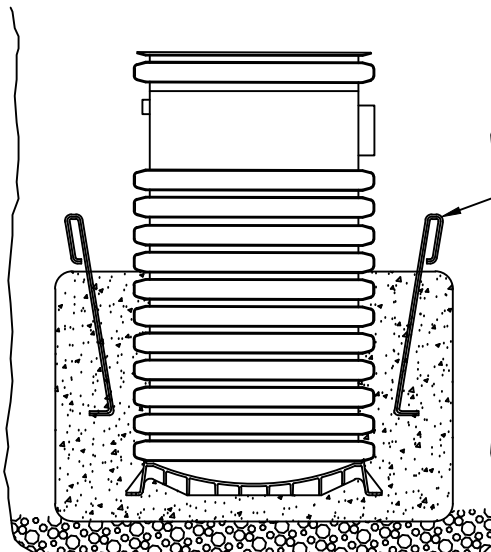
Printed:Jul 21, 2025

DRAWING NO.

S-8



POURED IN PLACE



LIFTING EYES,
CONTRACTOR TO
SIZE AS REQUIRED

PRECAST

NOTES

1. THE FOLLOWING QUANTITIES OF CONCRETE ARE NECESSARY TO ANCHOR THE TANKS:
2. ENVIRONMENT ONE MODEL NO. 2010 REQUIRES 370 lbs. (2.5 CU.FT.) PER FOOT OF TOTAL STATION HEIGHT.
3. ENVIRONMENT ONE MODEL NO. 2012 REQUIRES 400 lbs. (2.7 CU.FT.) PLUS 370 lbs. FOR EACH FOOT OF TOTAL STATION HEIGHT.

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

**GRINDER PUMP INSTALLATION
CONCRETE BALLAST**

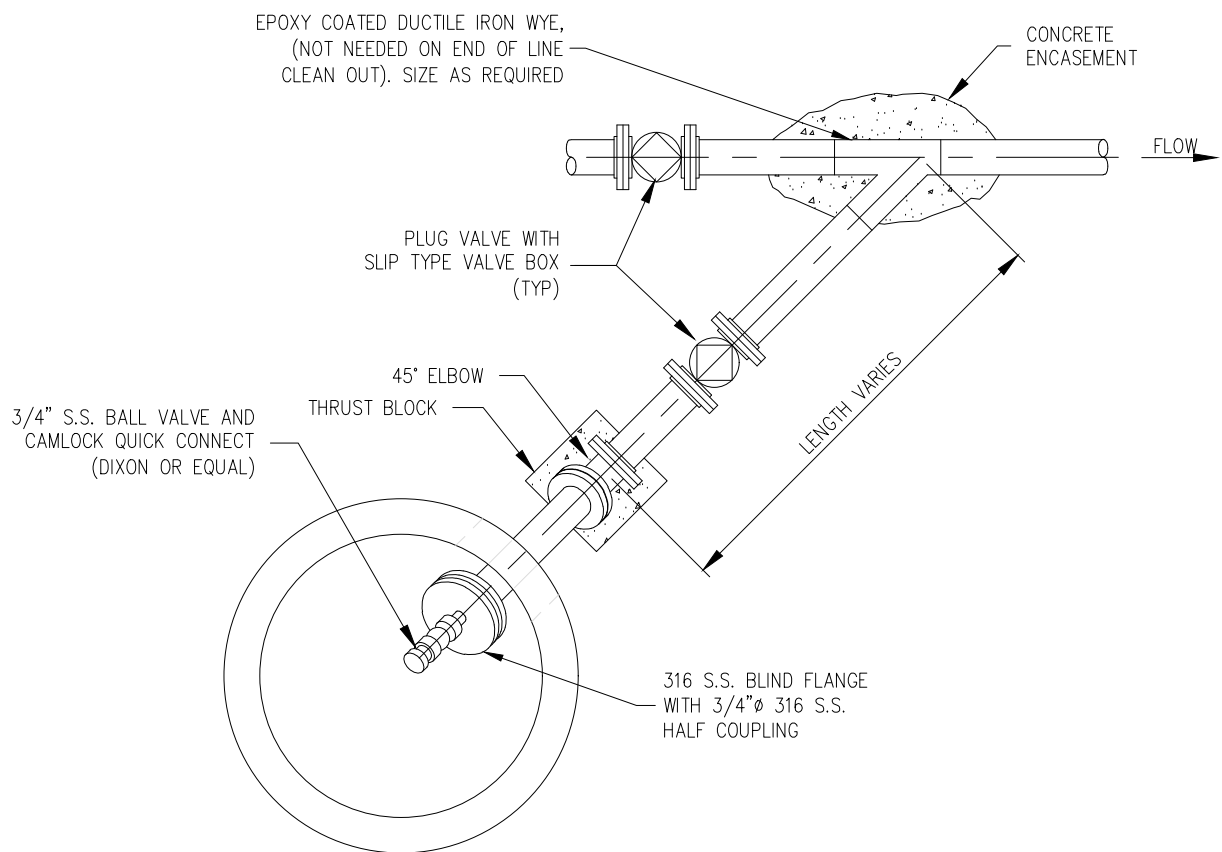
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Revised:Jul 21, 2025

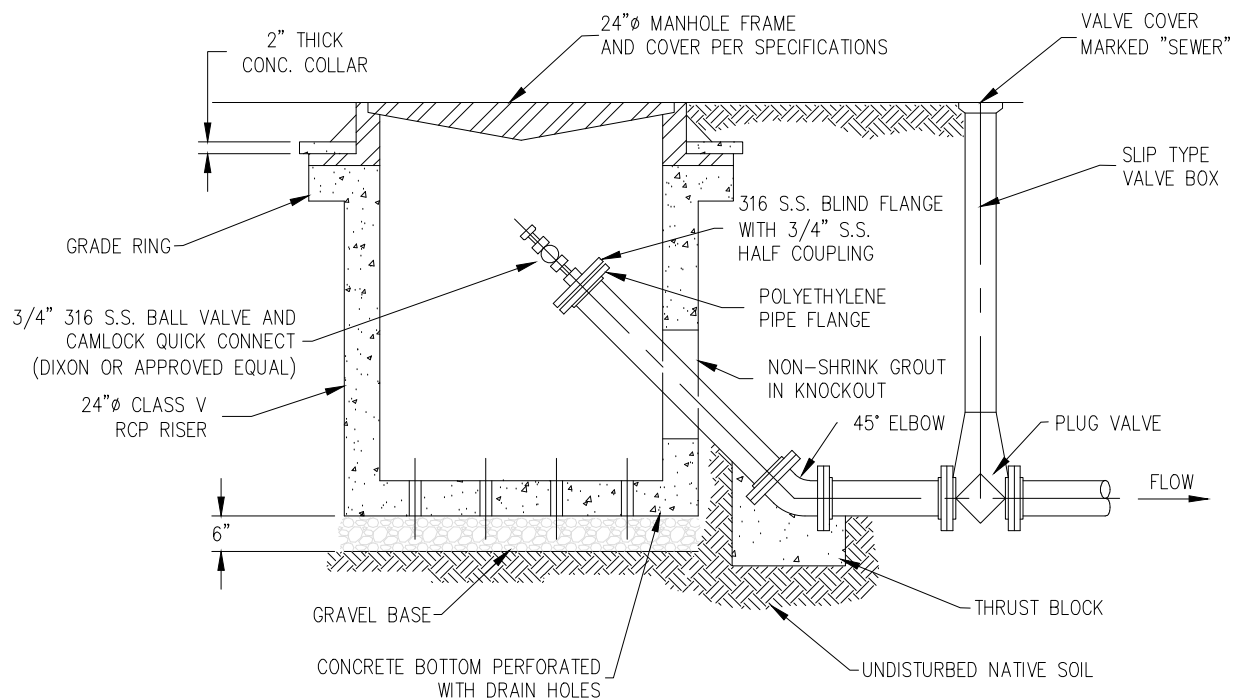
Printed:Jul 21, 2025

DRAWING NO.

S-9



PLAN



PROFILE

City of Stanwood



SEWER SYSTEM STANDARD DETAIL

LOW PRESSURE FORCE MAIN CLEANOUT DETAIL

File:STADETS10

Revised:Jul 21, 2025

Printed:Jul 21, 2025

DRAWING NO.

S-10

1. ALL INTERCEPTORS SHALL BE SIZED ACCORDING TO THE UNIFORM PLUMBING CODE, APPENDIX IN EACH, OR OTHER ACCEPTABLE SIZING METHOD.
2. INTERCEPTOR SHALL BE A MINIMUM SIZE OF 500 GALLONS OF LIQUID CAPACITY. THE INLET COMPARTMENT SHALL HAVE 2/3 THE TOTAL CAPACITY OF THE INTERCEPTOR.
3. PLACE INTERCEPTOR IN LOCATION THAT ALLOWS FOR PUMP TRUCK MAINTENANCE ACCESS.
4. SANITARY SEWER SHALL BE CONVEYED BY A SEPARATE LINE DOWNSTREAM OF THE INTERCEPTOR. ONLY GRAY-WATER SHALL BE ROUTED THROUGH THE INTERCEPTOR.
5. INTERCEPTOR UNIT SHALL BE RATED FOR H2O-44 AASHTO LOADING (CERTIFIED).
6. A CENTER MANHOLE IS REQUIRED IN SHALL HAVE STANDARD 24" BOLT DOWN LID.
7. SAMPLING TEE SHALL BE PLACED WITHIN 5' OF OUTLET OF THE VAULT.
8. POSITION ADJUSTMENT RINGS TO ALLOW FOR ACCESS AND ENTRY.
9. INTERCEPTOR SHALL BE INSTALLED PER MANUFACTURERS' RECOMMENDATIONS.
10. CENTER MANHOLE MUST BE CENTERED OVER THE CROSSOVER TEE.
11. YEARLY MAINTENANCE PLAN & OEM MANUAL SHALL BE PROVIDED TO THE CITY.

SIZING CALCULATION

$$\text{NUMBER OF MEALS PER PEAK HOUR} \times \text{WASTE FLOW RATE} \times \text{RETENTION TIME} \times \text{STORAGE FACTOR} = \text{CAPACITY IN GALLONS}$$

Waste Flow Rate

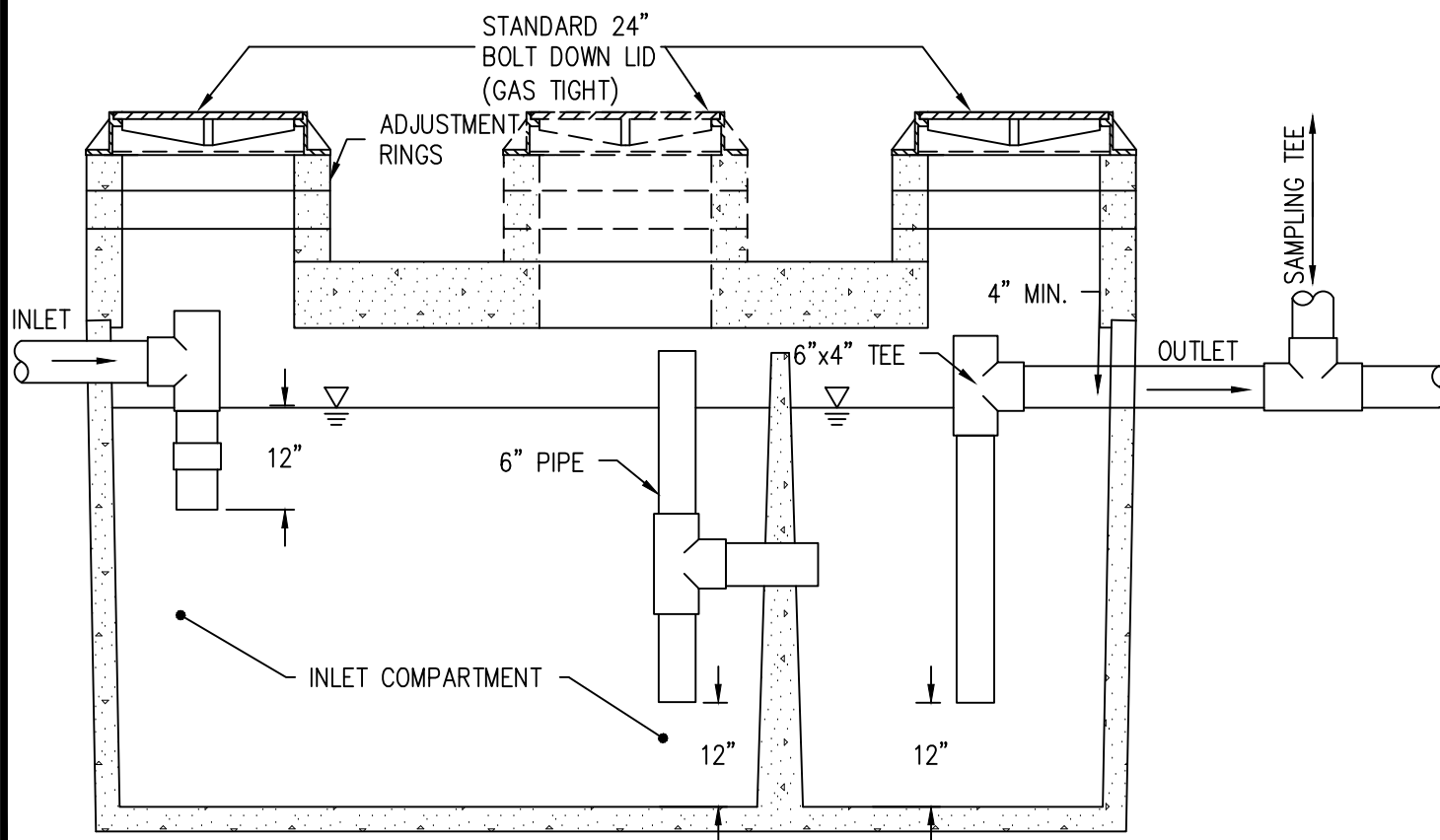
With dishwasher.....	6 gallon
Without dishwasher.....	5 gallon
Single service kitchen.....	2 gallon
Food waste disposer.....	1 gallon

Retention Times

Commercial kitchen waste dishwasher.....	2.5 hours
Single service kitchen single serving.....	1.5 hours

Storage factors

Fully equipped commercial kitchen, 8 hour operation.....	1
Fully equipped commercial kitchen, 16 hour operation.....	2
Fully equipped commercial kitchen, 24 hour operation.....	3
Single service kitchen.....	1.5



City of Stanwood



SEWER SYSTEM STANDARD DETAIL

GREASE INTERCEPTOR

File:STADETS11

Revised:Jul 21, 2025

Printed:Jul 21, 2025

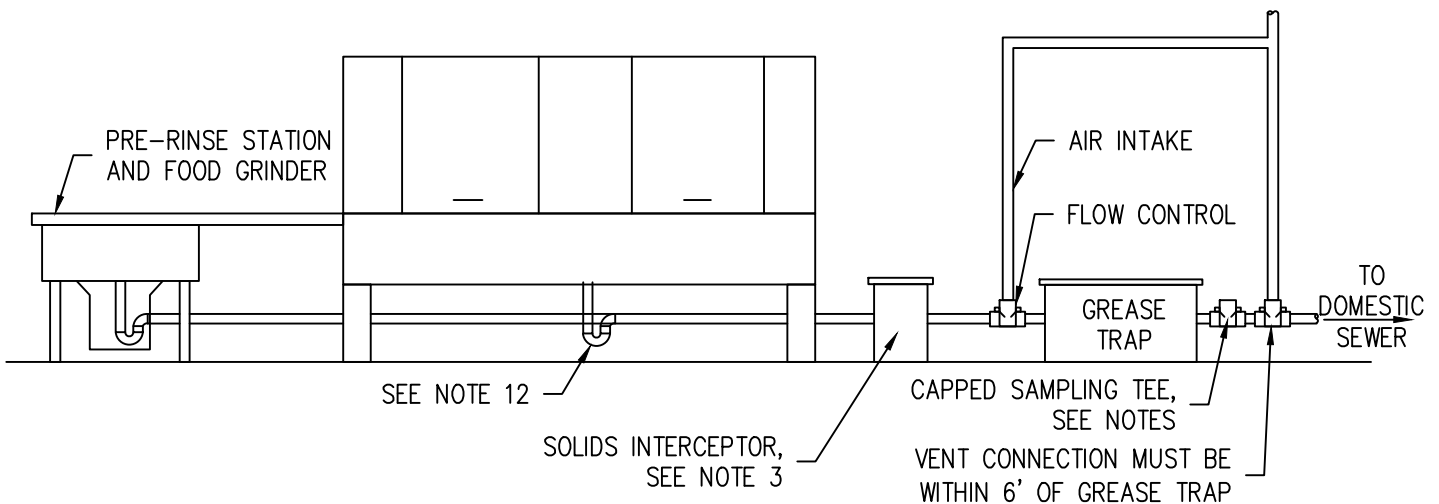
DRAWING NO.

S-11

NOTES:

1. GREASE TRAPS INSTALLED IN LIEU OF EXTERNAL INTERCEPTORS ARE ONLY ALLOWED WITH WRITTEN PERMISSION OF THE PUBLIC WORKS DIRECTOR.
2. ALL TRAPS WILL BE APPROPRIATELY SIZED TO THE UNIFORM PLUMBING CODE OR OTHER ACCEPTABLE METHOD.
3. TRAPS WILL HAVE A SOLIDS INTERCEPTOR INSTALLED PRIOR TO THE FLOW CONTROL DEVICE IF A GARBAGE DISPOSAL IS CONNECTED.
4. EACH PLUMBING FIXTURE CONNECTED TO A GREASE TRAP SHALL BE PROVIDED WITH AN APPROVED TYPE OF VENTED FLOW CONTROL LOCATED IN A READILY ACCESSIBLE AND VISIBLE PLACE.
5. FOOD WASTE DISPOSALS MUST BE CONNECTED TO THE GREASE TRAP.
6. ONLY 'GRAY WATER' SHALL BE CONVEYED TO THE TRAP. DOMESTIC (SANITARY) WATER SHALL BE CONVEYED BY A SEPARATE LINE DOWNSTREAM OF THE TRAP.
7. ALL WASTE SHALL ENTER THE TRAP THROUGH AN INLET PIPE ONLY.
8. DISHWASHER WASTE MUST NOT PASS THROUGH THE TRAP.
9. NOT MORE THAN FOUR (4) SEPARATE FIXTURES SHALL BE CONNECTED TO OR DISCHARGE INTO ANY ONE GREASE TRAP.
10. PLACE THE TRAP IN A LOCATION THAT ALLOWS FOR MAINTENANCE. TOP CLEARANCE SHALL PROVIDE TWO TIMES THE PHYSICAL DEPTH.
11. SAMPLING TEE MUST BE LOCATED IN AN ACCESSIBLE LOCATION DOWNSTREAM OF THE TRAP.
12. IF A SOLIDS INTERCEPTOR IS NOT REQUIRED, A WATER SEAL MUST BE PROVIDED BETWEEN GREASE TRAP AND FIXTURES.
13. YEARLY MAINTENANCE PLAN & OEM MANUAL SHALL BE PROVIDED TO THE CITY

Total of Fixtures Connected	Required Rate of Flow per Minute, gallons	Grease Retention Capacity, pounds
1	20	40
2	25	50
3	35	70
4	50	100



City of Stanwood



SEWER SYSTEM STANDARD DETAIL

INDOOR GREASE TRAP

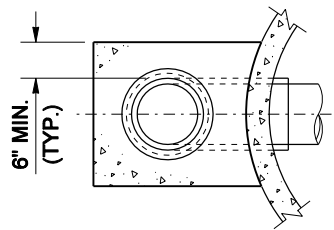
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Revised:Jul 21, 2025

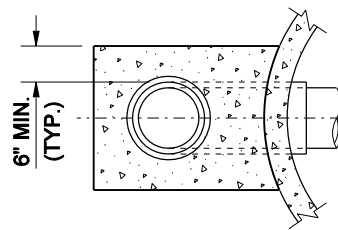
Printed:Jul 21, 2025

DRAWING NO.

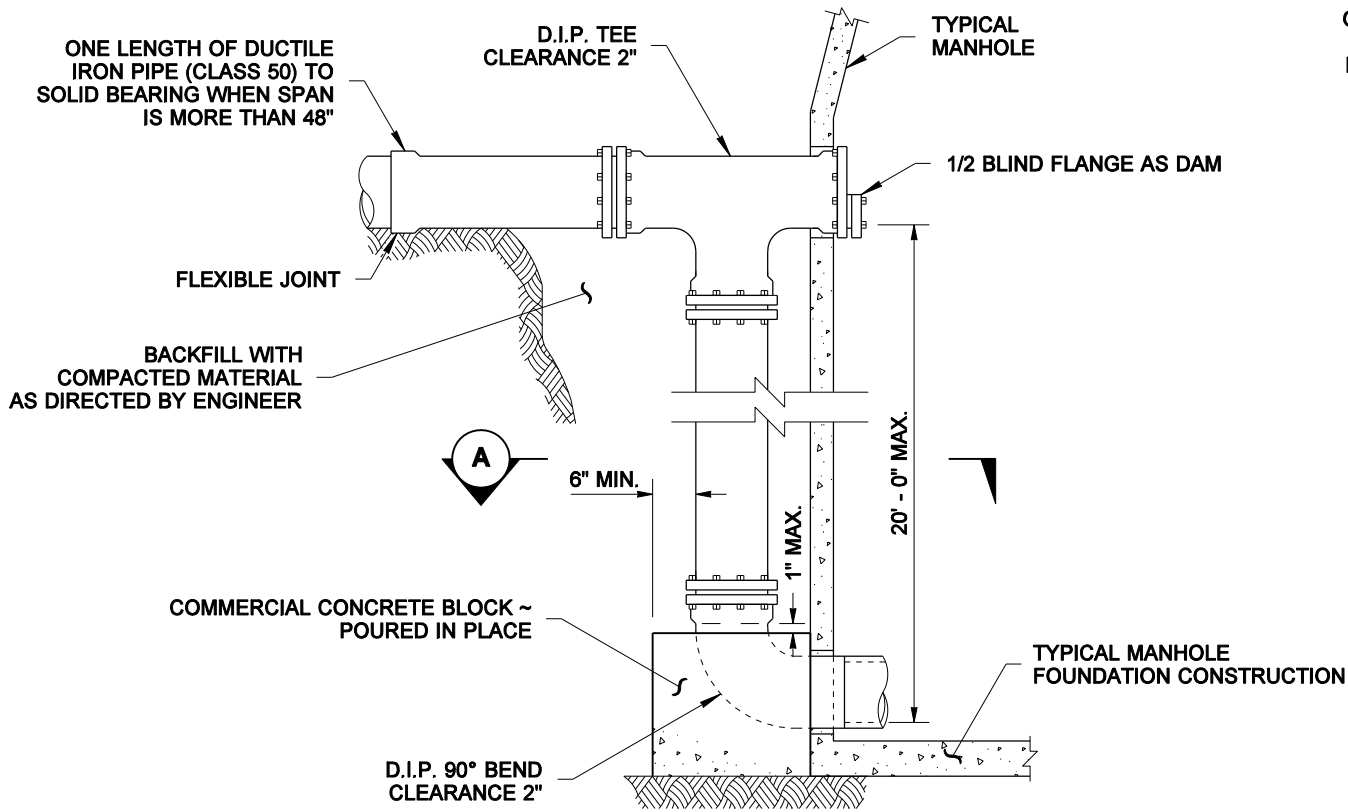
S-12



SECTION A

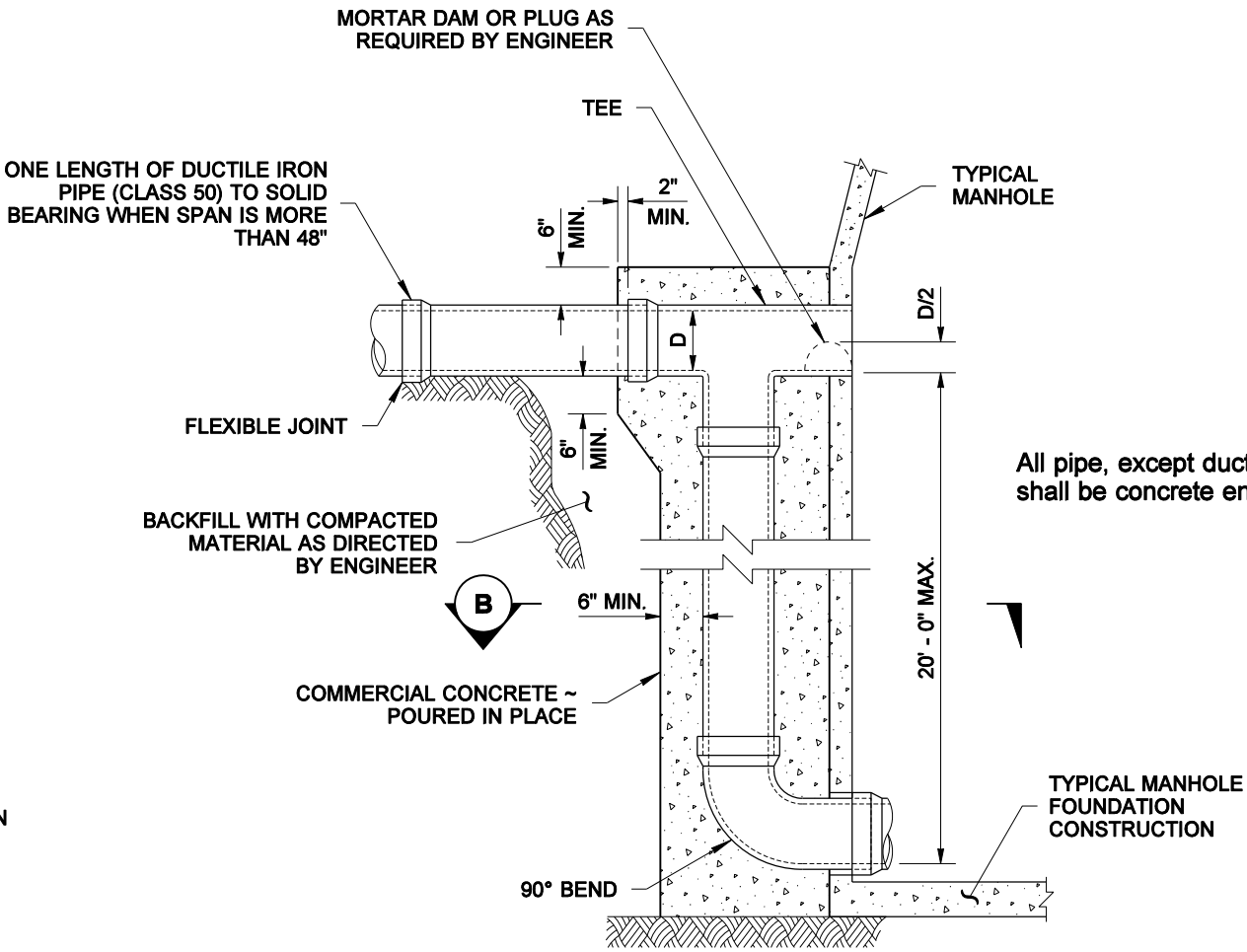


SECTION B



ELEVATION

DUCTILE IRON
DROP CONNECTION



ELEVATION

CONCRETE ENCASED
DROP CONNECTION

All pipe, except ductile iron pipe,
shall be concrete encased.

FOR SANITARY SEWER USE



EXPIRES JULY 1, 2009

NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT
BUT AN ELECTRONIC DUPLICATE. THE ORIGINAL, SIGNED BY
THE ENGINEER AND APPROVED FOR PUBLICATION, IS KEPT ON
FILE AT THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION. A COPY MAY BE OBTAINED UPON REQUEST.

DROP CONNECTIONS

STANDARD PLAN B-85.50-01

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

Pasco Bakotich III

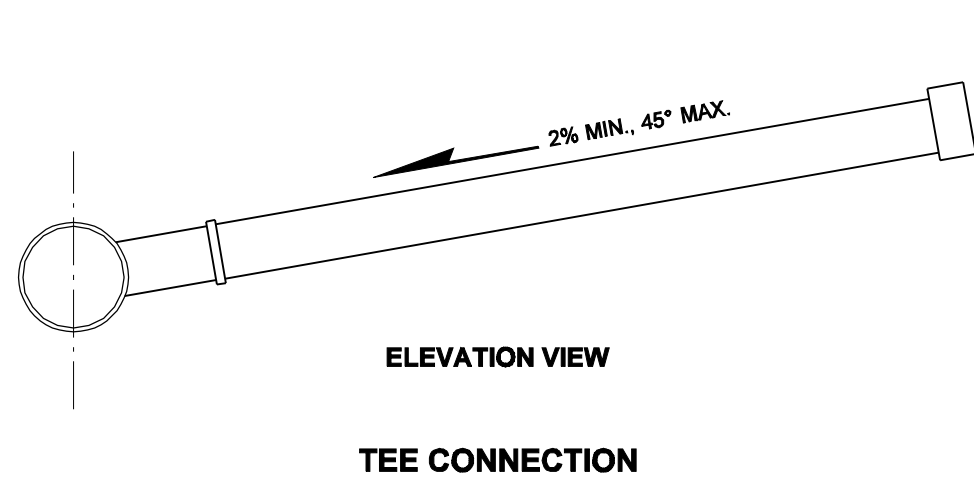
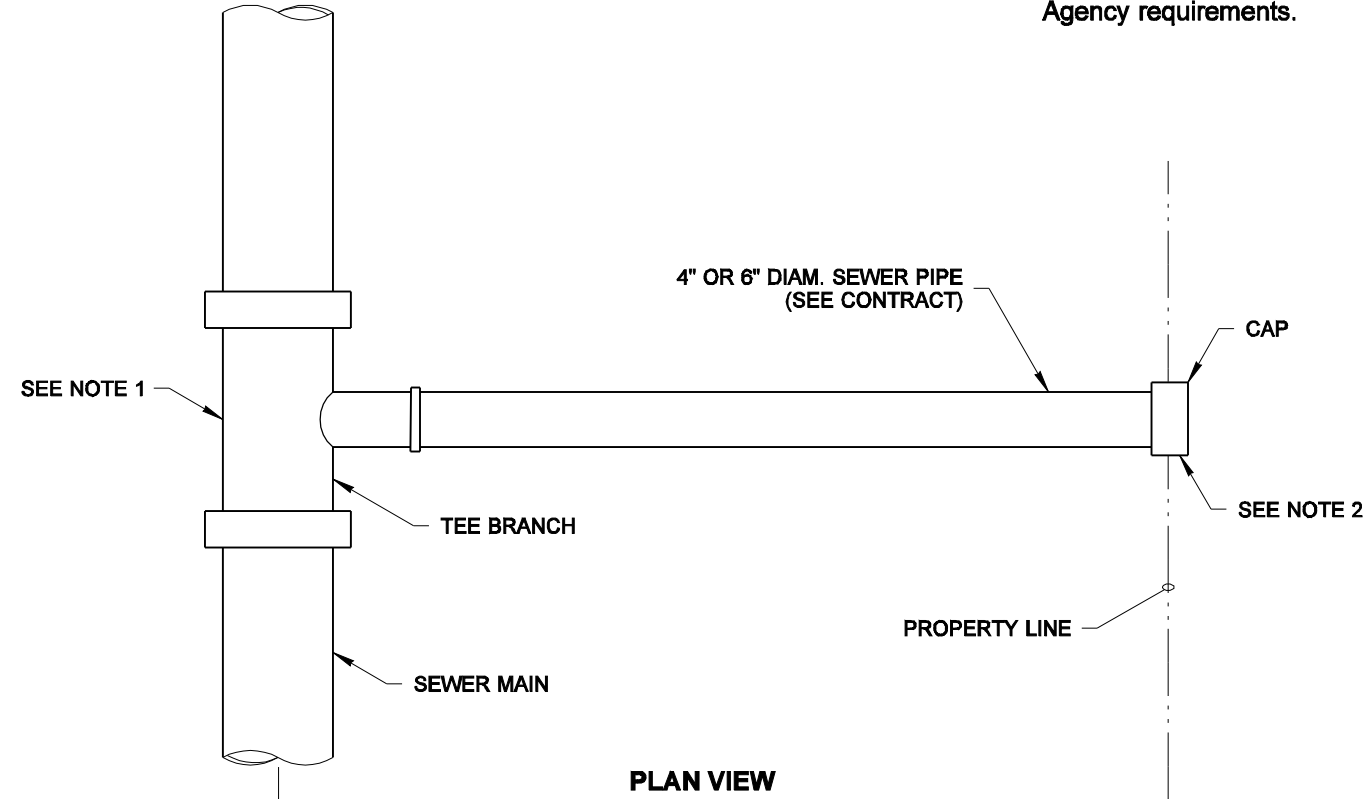
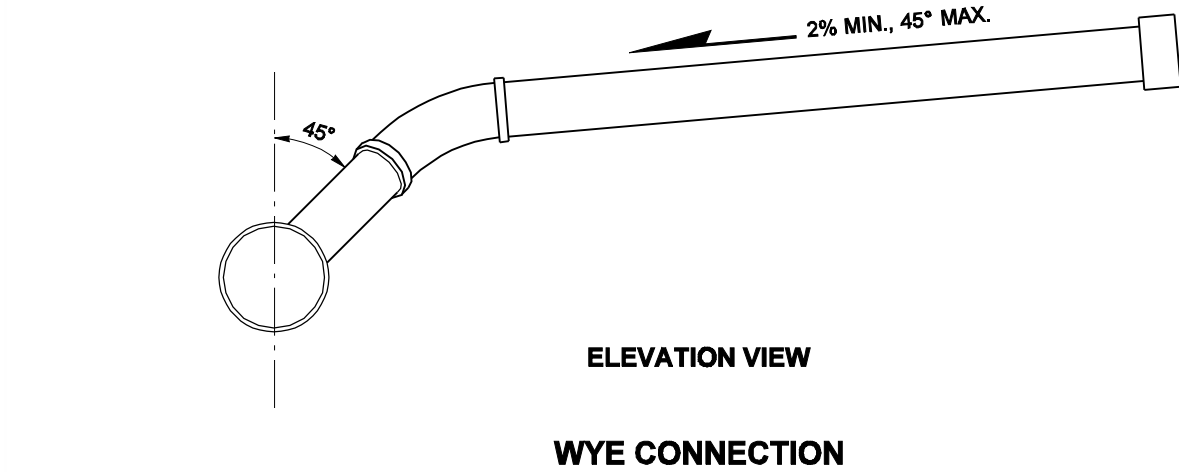
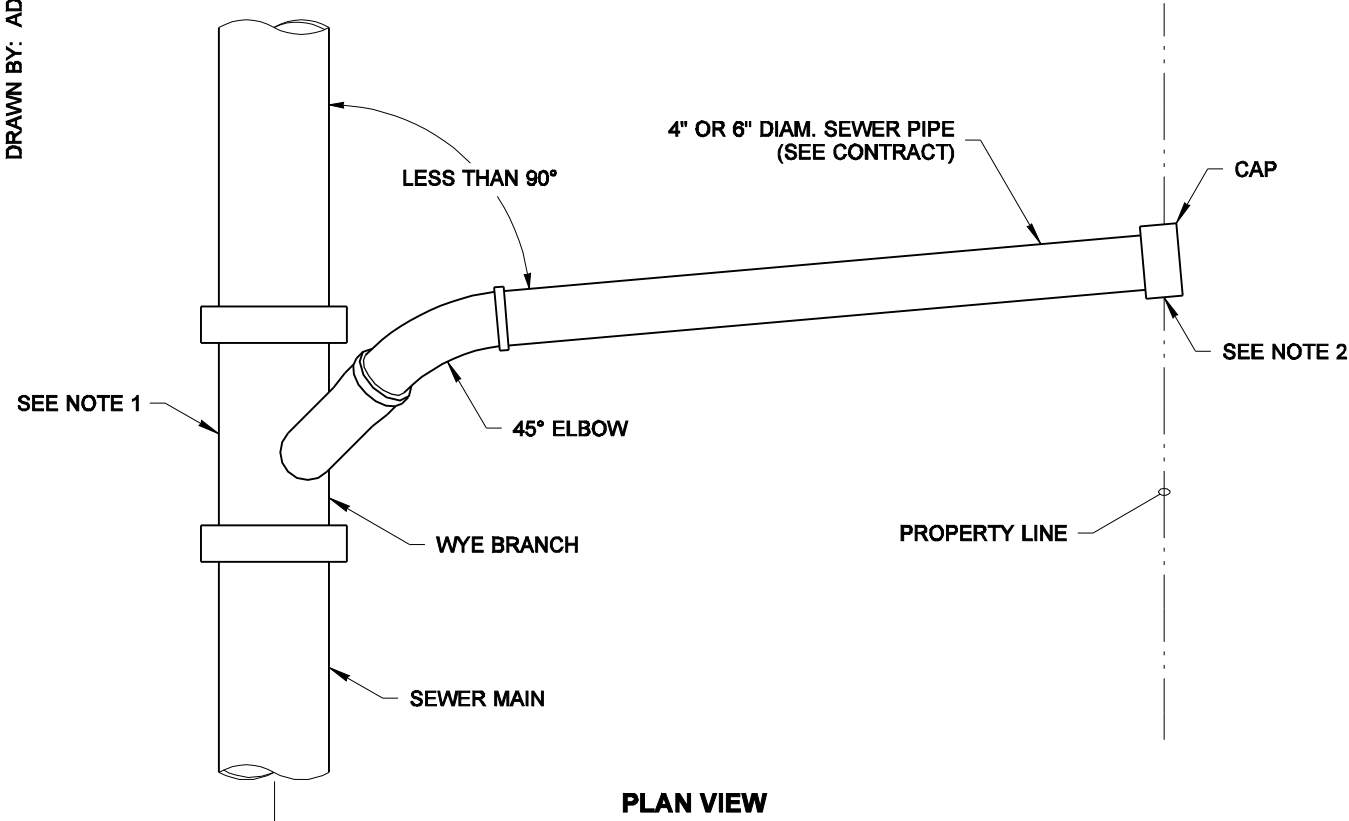
STATE DESIGN ENGINEER

06-10-08

DATE



Washington State Department of Transportation



NOTES

1. Install sewer saddle with gasket and stainless steel clamps for connection to existing sewers. Install wye or tee sewer fitting with gaskets for new sewer installations.
2. Mark location of sewer stub in accordance with Contracting Agency requirements.

FOR SANITARY SEWER USE



EXPIRES JULY 1, 2007

NOTE: THIS PLAN IS NOT A LEGAL ENGINEERING DOCUMENT. IT IS A PRELIMINARY DESIGN. IT IS THE USER'S RESPONSIBILITY TO OBTAIN THE NECESSARY PERMITS AND APPROVALS FOR CONSTRUCTION. THE ENGINEER AND ARCHITECT OR DESIGNER IS NOT RESPONSIBLE FOR THE USER'S FAILURE TO OBTAIN THE NECESSARY PERMITS AND APPROVALS. A COPY MAY BE OBTAINED UPON REQUEST.

SIDE SEWER CONNECTION

STANDARD PLAN B-85.20-00

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION

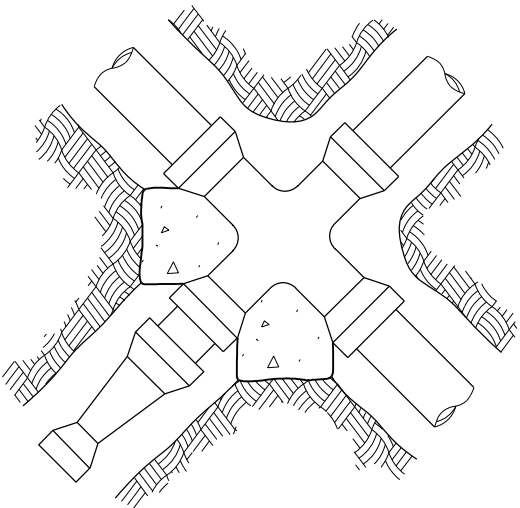
Harold J. Peterfeso 06-01-06

STATE DESIGN ENGINEER

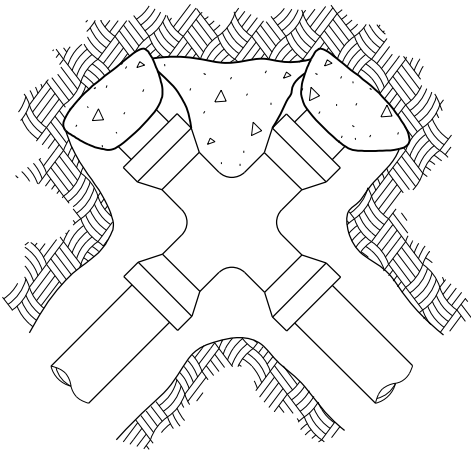
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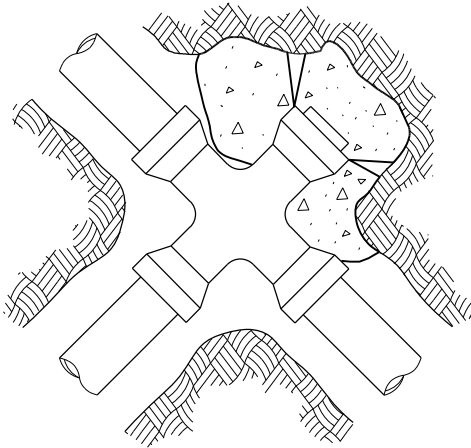
Washington State Department of Transportation



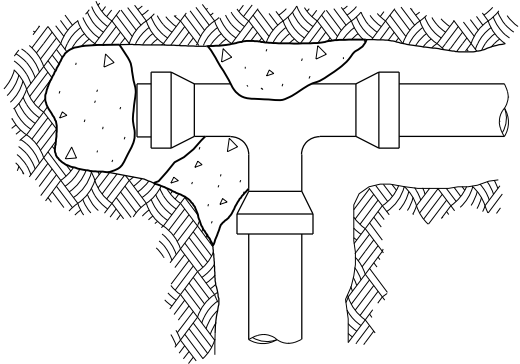
PLAN VIEW
UNBALANCED CROSS
(USE COLUMN A)



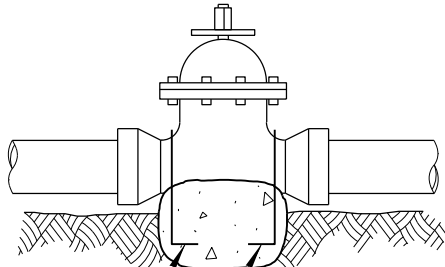
PLAN VIEW
PLUGGED CROSS
(USE COLUMN B)



PLAN VIEW
PLUGGED CROSS
(USE COLUMN A)

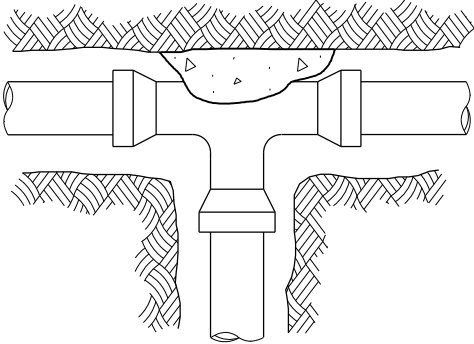


PLAN VIEW
PLUGGED TEE
(USE COLUMN B)

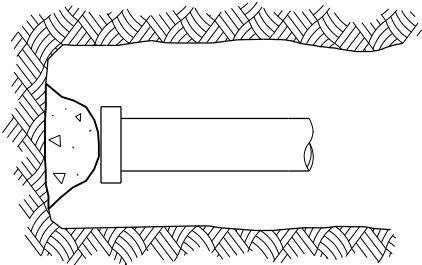


TWO 1" (IN) DIAM. RODS
(SEE NOTE 4)

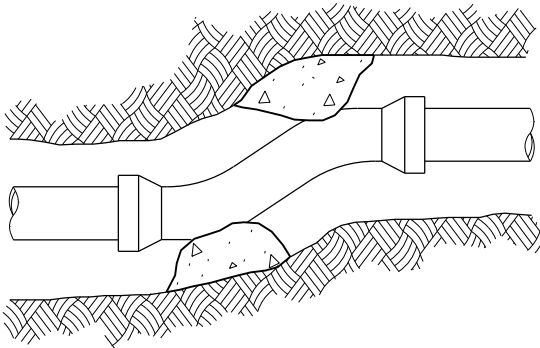
PROFILE VIEW
VALVE
(USE COLUMN A)



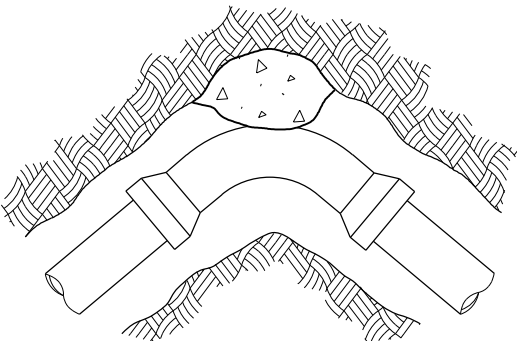
PLAN VIEW
TEE



PLAN VIEW
DEAD END



PLAN VIEW
OFFSET
(USE COLUMNS B ~ E)



PLAN VIEW
BEND

NOTES

1. Contractor to provide blocking adequate to withstand full test pressure.
2. Divide thrust by safe bearing load to determine required area (in square feet) of concrete to distribute load.
3. Areas to be adjusted for other pressure conditions.
4. Provide two 1" (in) minimum diameter rods on valves up through 10" (in) diameter. Valves larger than 10" (in) require special tie rod design.

SIZE	TEST PRESSURE (PSI)	THRUST AT FITTINGS IN POUNDS				
		A	B	C	D	E
		TEE AND DEAD ENDS	90° BEND	45° BEND	22.5° BEND	11.25° BEND
4"	250	3,140	4,440	2,405	1,225	615
6"	250	7,070	9,995	5,410	2,760	1,385
8"	250	12,565	17,770	9,620	4,905	2,465
10"	250	19,635	27,770	15,030	7,660	3,850
12"	250	28,275	39,985	21,640	11,030	5,545
14"	250	38,485	54,425	29,455	15,015	7,545
16"	250	50,265	71,085	38,470	19,615	9,855

SOIL TYPE	SAFE BEARING LOAD (PSF)
MUCK, PEAT, ETC.	0
SOFT CLAY	1,000
SAND	2,000
SAND AND GRAVEL	3,000
SAND AND GRAVEL CEMENTED WITH CLAY	4,000
HARD SHALE	10,000



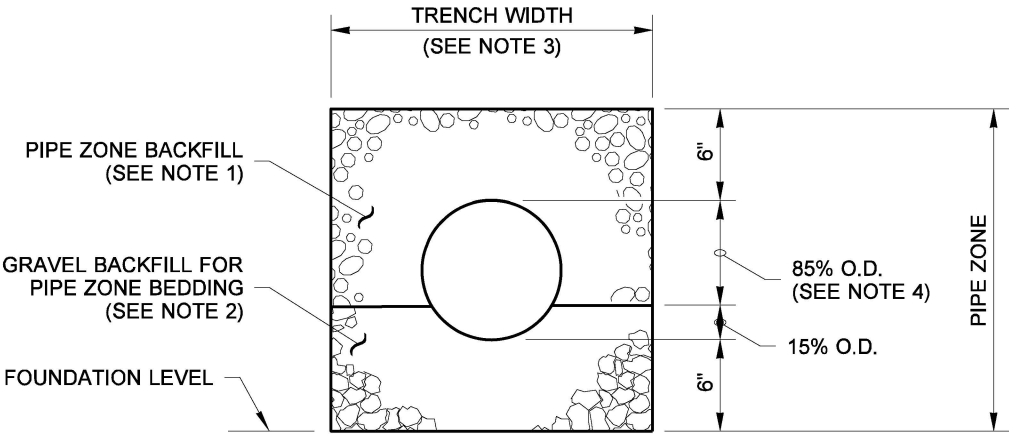
CONCRETE THRUST BLOCK
STANDARD PLAN B-90.40-01

SHEET 1 OF 1 SHEET

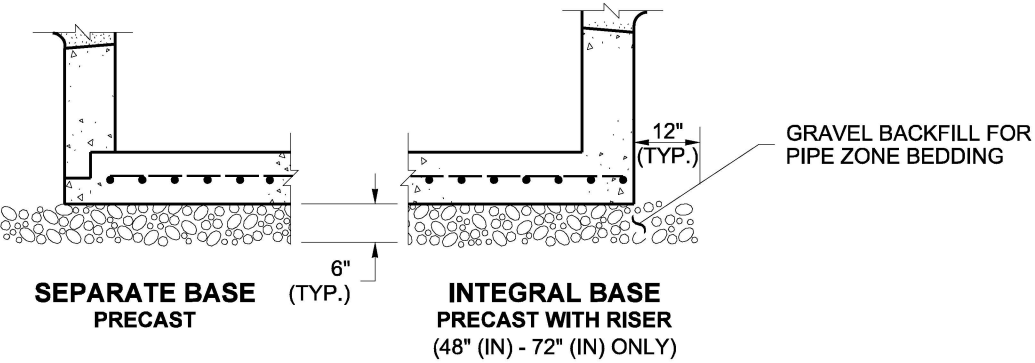
APPROVED FOR PUBLICATION

STATE DESIGN ENGINEER
Washington State Department of Transportation

DRAWN BY: FERN LIDDELL

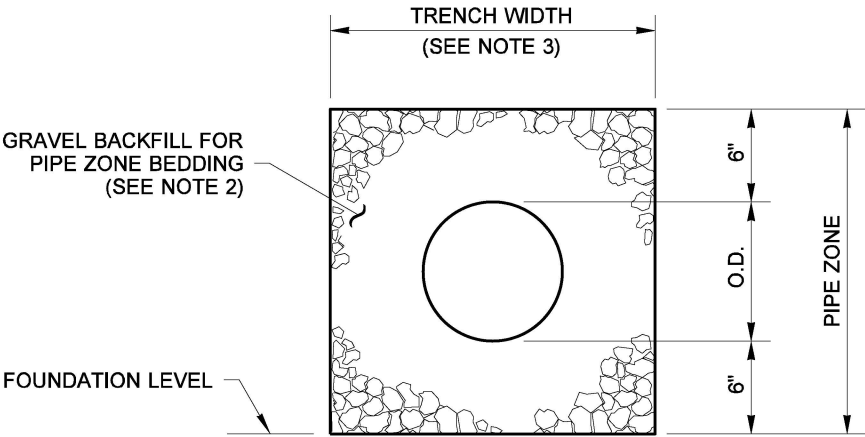


CONCRETE AND DUCTILE IRON PIPE

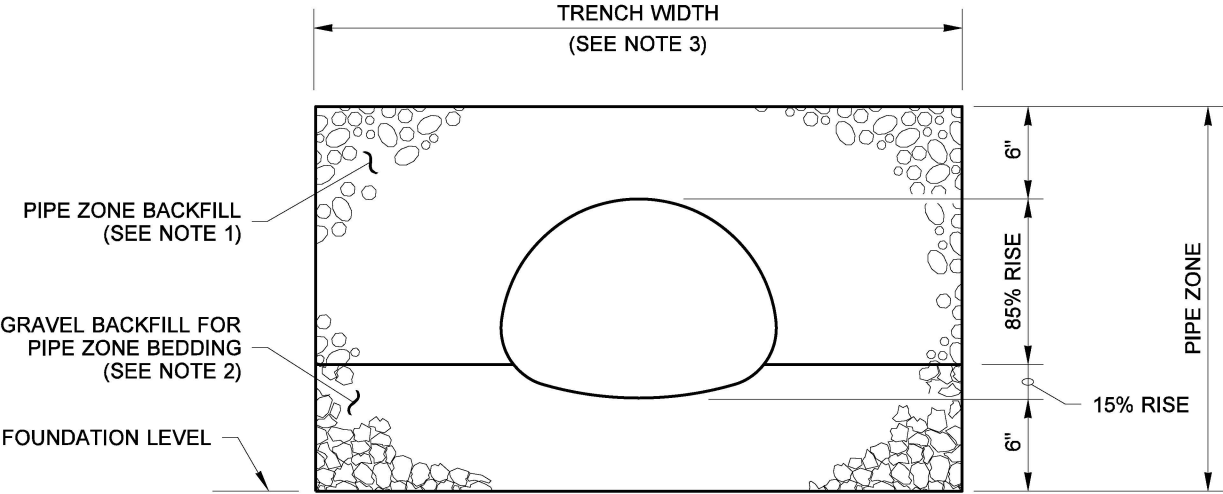


TYPICAL CONDITION FOR DRAINAGE STRUCTURE

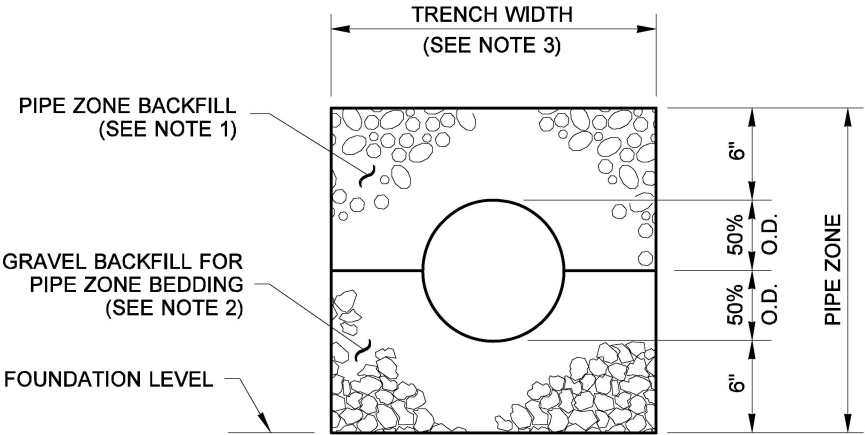
THIS DETAIL APPLIES TO STANDARD PLANS B-5.20, B-5.40, B-5.60, B-10.20, B-10.40, B-15.20, B-15.40, B-15.60, B-25.20, B-25.60, B-35.20 AND B-35.40.



THERMOPLASTIC PIPE



PIPE ARCHES



METAL AND STEEL RIB
REINFORCED POLYETHYLENE PIPE

CLEARANCE BETWEEN PIPES FOR MULTIPLE INSTALLATIONS		
PIPE	SIZE	MINIMUM DISTANCE BETWEEN BARRELS
CIRCULAR PIPE (DIAMETER)	UP TO 48"	24"
METAL PIPE ARCH (SPAN)	48" AND LARGER	DIAMETER/2 OR 36" WHICHEVER IS LESS



Aug 17, 2021

PIPE ZONE BEDDING
AND BACKFILL
STANDARD PLAN B-55.20-03

SHEET 1 OF 1 SHEET

APPROVED FOR PUBLICATION
Aug 17, 2021
STATE DESIGN ENGINEER
Washington State Department of Transportation



City of Stanwood City Council Staff Report

Item Number: 11.a.
Date: October 9, 2025
Subject: Approve First Reading of Ordinance 1552 Clarifying Language of Ordinance 1547
Contact Person: Patricia Love, Community Development Director
Attachments: 1. Draft Ord. 1552 Amending Title 17 Clarify SMP

ISSUE

The purpose of this agenda item is for Council review and acceptance of the first reading of Ordinance 1552, clarifying the critical areas code regulations as they relate to Stanwood's shoreline regulations.

STAFF RECOMMENDATION

Accept the first reading of Ordinance 1552 clarifying Stanwood's critical areas regulations as they relate to the City's shoreline regulations.

COMMITTEE RECOMMENDATION

None; as this is a housekeeping item clarifying the recently adopted critical areas ordinance (Ordinance 1547) this item is being forwarded to the City Council for review and adoption.

BACKGROUND

On June 12, 2025, the Stanwood City Council formally adopted Ordinance 1547, which updated the City's critical areas and environmental regulations. These updated regulations are designed to protect Stanwood's most sensitive environmental and cultural resources, including:

- Wetlands
- Fish and Wildlife Habitat Conservation Areas
- Geologically Hazardous Areas
- Frequently Flooded Areas
- Aquifer Recharge Areas

- Cultural Resources

As part of that action, the updated critical area regulations were adopted in the new Title 18, Unified Development Code. It is important to note that Ordinance 1547 did not repeal the existing critical areas regulations contained in Title 17 as those provisions were intended to remain in effect for the purpose of regulating critical areas subject to shoreline jurisdiction. When the adopted ordinance was sent to Code Publishing for printing, there was confusion associated with having critical areas in both Title 17 and Title 18.

SUMMARY

Ordinance 1547 resolves confusion of duplicative regulations by clarifying that Title 17 continues to govern critical areas under shoreline regulations, while Title 18 governs upland/non-shoreline areas.

ANALYSIS

The Code Revisor is responsible for codifying City ordinances into the Municipal Code following adoption by the City Council. In performing this role, the Revisor typically makes minor grammatical or citation corrections to ensure consistency. However, during their review of the recently adopted critical areas code, they identified an important issue: the City had not formally repealed the critical areas regulations contained in Title 17, since those provisions are still referenced within the Shoreline Management regulations (SMC 17.150). The Code Revisor recommended—and City staff concur—that a separate ordinance is needed to clarify that the Title 17 critical areas provisions apply exclusively to projects located within shoreline jurisdiction.

The decision to retain the Title 17 provisions was intentional. Amending shoreline regulations requires a distinct and more complex approval process through the Washington State Department of Ecology. Given this added regulatory step, staff determined it would be more efficient to defer adoption of the critical areas subject to shoreline jurisdiction until the City's 2029 SMP update. While this phased approach makes sense from both a timing and efficiency standpoint, it has also introduced confusion for the Code Revisors. Without clear direction, it is reasonable to expect that future staff, builders, and residents may also struggle to interpret the applicability of Title 17 versus Title 18.

City Attorney Nikki Thompson has prepared the attached ordinance that:

1. Clarifies that the Title 17 CAOs apply only to shoreline jurisdiction projects.
2. Removes any redundant, non-shoreline-specific provisions that are currently duplicating shoreline content.

This clarification ensures that the City's regulatory framework remains clear, defensible, and user-friendly while avoiding duplicative updates ahead of the 2029 SMP cycle.

FINANCIAL IMPACT

None; this is only a clarifying ordinance.

COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1552 and proceed to the second and final reading.
2. Request additional information and amendments to Ordinance 1552 prior to the second and final reading.

RECOMMENDED MOTION

"I MOVE TO ACCEPT THE FIRST READING OF ORDINANCE 1552 AS SET FORTH IN ATTACHMENT A."

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. 1552

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, PROVIDING CLARIFICATION FOR ORDINANCE 1547 AS IT RELATES TO CRITICAL AREA REGULATIONS FOR LANDS REGULATED BY THE SHORELINE MASTER PROGRAM BY AMENDING STANWOOD MUNICIPAL CODE CHAPTER 17.114, CRITICAL AREAS – GENERAL PROVISIONS, CHAPTER 17.125, CRITICAL AREAS – WETLANDS – SPECIFIC STANDARDS, AND CHAPTER 17.130, CRITICAL AREAS – FISH AND WILDLIFE HABITAT CONSERVATION AREAS – SPECIFIC STANDARDS, PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City is in the process of updating its Municipal Code; and

WHEREAS, as part of its updates, Council recently passed Ordinance 1547, which moved Critical Areas regulations from Title 17 to Title 18; and

WHEREAS, the City's Shoreline Management Program has not yet been updated and remains in Title 17; and

WHEREAS, while generally applicable critical areas regulations moved to Title 17, critical areas within the shoreline are still regulated under Title 17; and

WHEREAS, Ordinance 1547 did not repeal Title 17 or relocate shoreline critical areas regulations to Title 18; and

WHEREAS, in order to ensure clarity that Title 17 regulations still apply to critical areas within the shoreline and to resolve potential confusion created by Ordinance 1547, this housekeeping Ordinance is necessary.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Amendment to Chapter 17.114. Chapter 17.114 of the Stanwood Municipal Code is hereby Amended to remove general critical areas regulations previously moved to Title 18 as follows:

~~17.114.030 Relationship to other regulations.~~

17.114.030 Relationship to other regulations – SMP.

~~17.114.140 Allowed permitted activities.~~

17.114.140 Allowed permitted activities – SMP.

~~17.114.150 Critical area report – Review process.~~

17.114.150 Critical area report – Review process – SMP.

~~17.114.160Critical area report — Requirements.~~

17.114.160Critical area report – Requirements – SMP.

~~17.114.170Critical area report — Modifications to requirements.~~

17.114.170Critical area report – Modifications to requirements – SMP.

~~17.114.180Mitigation requirements.~~

17.114.180Mitigation requirements – SMP.

~~17.114.190Mitigation plan requirements.~~

17.114.190Mitigation plan requirements – SMP.

~~17.114.230Notice on title.~~

17.114.230Notice on title – SMP.

~~17.114.240Native growth protection areas or tracts.~~

17.114.240Native growth protection areas or tracts – SMP.

Section 2. Amendment to Chapter 17.125. Chapter 17.125 of the Stanwood Municipal Code is hereby Amended to remove general critical areas regulations previously moved to title 18 as follows:

~~17.125.040Wetland designation.~~

17.125.040Wetland designation – SMP.

~~17.125.060Standard buffer width requirements.~~

17.125.060Standard buffer width requirements – SMP.

~~17.125.080Critical area report — Specific requirements for wetlands.~~

17.125.080Critical area report – Specific requirements for wetlands – SMP.

~~17.125.090Mitigation plan requirements.~~

17.125.090Mitigation plan requirements – SMP.

Section 3. Amendment to Chapter 17.130. Chapter 17.130 of the Stanwood Municipal Code is hereby Amended to remove general critical areas regulations previously moved to title 18 as follows:

~~17.130.050Classification of streams.~~

17.130.050Classification of streams – SMP.

~~17.130.060Standard buffer width requirements.~~

17.130.060Standard buffer width requirements – SMP.

~~17.130.080Allowed permitted activities in streams and buffers.~~

17.130.080Allowed permitted activities in streams and buffers – SMP.

~~17.130.090Critical area reports— Specific requirements for streams.~~

17.130.090Critical area reports – Specific requirements for streams – SMP.

Section 4. Severability - Construction. If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction; such decision shall not affect the validity of the remaining portions of this ordinance. If the provisions of this ordinance are found to be inconsistent with other provisions of the Stanwood Municipal Code, the provisions of this ordinance shall control.

Section 5. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 6. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2025.

CITY OF STANWOOD:

() Approve
() Veto

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____



City of Stanwood City Council Staff Report

Item Number: 11.b.

Date: October 9, 2025

Subject: Authorize the Mayor to Sign a Contract Extension with the Community Resource Center of Stanwood-Camano for Rental Assistance

Contact Person: Patricia Love, Community Development Director

Attachments:

1. PSA for Consultant Services -CRC Rental Assistance 2025
2. 2025 Scope of Work - Rental Assistance

ISSUE

The issue before the City Council is a motion to authorize the Mayor to sign a contract with the Community Resource Center to distribute affordable housing and rental assistance funds on behalf of the City of Stanwood per Stanwood Municipal Code, Chapter 3.06, Sales and Use Tax for Affordable Housing.

STAFF RECOMMENDATION

The Community Resource Center has successfully administered Sales and Use Tax funds for the past five years, providing essential housing and rental assistance to those in need within the Stanwood community. With established resources, proven experience, and a solid infrastructure, the Center has consistently demonstrated its capacity to manage and distribute these funds responsibly. As highlighted in their presentation to Council on September 25th, their effective stewardship has made a significant impact on the lives of local residents, ensuring critical support reaches those who need it most. Staff therefore recommends extending their contract for an additional five years.

Committee Recommendation:

N/A

BACKGROUND

The State of Washington continues to face an affordable housing crisis, with rising housing costs leaving many residents unable to secure basic housing. In response, the

Washington State Legislature passed House Bill 1406 in 2019, creating a new revenue stream to support affordable housing at the county, city, and town levels. This sales tax option is structured as a credit against the state's existing sales tax rate, meaning it did not increase the tax rate for consumers. Instead, HB 1406 established a 20-year tax revenue sharing program to fund affordable housing initiatives. These funds may be used for acquiring, rehabilitating, or constructing affordable housing, and in cities with populations under 100,000, they may also support rental assistance programs.

In September 2019, the City Council approved Resolution 2019-10, affirming its intent to adopt legislative action to authorize the collection of these funds for local affordable housing investments. Following this resolution, the City adopted a new chapter of the Municipal Code (now SMC 3.06), which formally authorized the collection of the tax.

In May 2020, the City entered into a contract with the Community Resource Center to serve as the City's representative in distributing these funds to those in need within Stanwood's jurisdictional city limits. This contract was approved for an initial 5-year period with three additional 5-year extensions if approved by Council.

ANALYSIS

The City remains committed to reinvesting collected tax revenues back into the community to support residents in need of housing assistance. However, the City does not currently have the internal procedures or a dedicated housing program in place to efficiently administer these funds. Fortunately, HB 1406 allows cities to partner with outside agencies or nonprofit organizations to provide these services on their behalf.

The Community Resource Center of Stanwood-Camano is the only locally operated nonprofit that delivers comprehensive anti-poverty programs aimed at both alleviating the immediate effects of poverty and addressing its root causes. Their programs provide direct financial assistance to Stanwood residents and families facing financial hardship, helping to prevent eviction, loss of essential services, and other urgent needs. Extending the current agreement will maintain the City's partnership with the Community Resource Center through 2030.

Funds distributed to the Community Resource Center may only be applied to their Anti-Poverty Program for rental assistance in two key areas:

- **Housing** – Direct financial support for rent and/or mortgage assistance.
- **Utilities** – Assistance for essential services such as water, sewer, electricity, heating, and internet.

The allocation of Affordable Housing Tax Credit funds will follow a clear priority order. First, resources will be directed toward rent or mortgage payments to ensure housing stability. Second, assistance will be applied to essential utilities required for daily living,

including electricity, water, sewer, and heating. Finally, any remaining funds may be used to support internet access, recognizing its vital role in employment, education, and overall quality of life.

FINANCIAL IMPACT

Funding for this program is derived from the state's share of existing sales tax revenue. It does not create a new tax, nor does it reduce the amount of sales tax revenue already allocated to the City. Instead, the state has chosen to prioritize a portion of its existing revenue to support housing affordability initiatives. Through this program, the City has distributed approximately \$14,000 annually to the Community Resource Center. Funds are disbursed quarterly based on invoices submitted by the Center requesting reimbursement for services provided in the preceding quarter. Eligible uses of these funds are strictly limited to rental assistance services; they may not be applied toward salaries, benefits, office space, supplies, or other administrative expenses.

COUNCIL OPTIONS

1. Authorize the Mayor to sign the contract with the Community Resource Center; or
2. Request amendments to the scope of work and bring back the contract to a future meeting for final approval; or
3. Do not approve the contract.

RECOMMENDED MOTION

"I MOVE TO AUTHORIZE THE MAYOR TO SIGN A CONTRACT WITH THE COMMUNITY RESOURCE CENTER OF STANWOOD-CAMANO TO ADMINISTER RENTAL ASSISTANCE FUNDS ON BEHALF OF THE CITY OF STANWOOD."

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF STANWOOD WASHINGTON
AND COMMUNITY RESOURCE CENTER OF STANWOOD CAMANO
FOR CONSULTANT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Stanwood, Washington, a Washington State municipal corporation (“City”), and the Community Resource Center of Stanwood Camano, a Washington _501c(3) Non-Profit Foundation (“Consultant”).

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to partner with the Community Resource Center of Stanwood Camano to provide rental assistance support programs to Stanwood residents consistent with Washington State Substitute House Bill 1406, Chapter 338, Laws of 2019. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit “A”** and incorporated herein by this reference (“Scope of Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents

PROFESSIONAL SERVICES AGREEMENT Page 1 of 12

produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence upon signature and shall terminate at midnight, December 31, 2030. The parties may extend the term of this Agreement by written mutual agreement.

III.4 NON-ASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

_____ No employees supplying work have ever been retired from a Washington state retirement system.

_____ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INDEMNITY.

a. Indemnification / Hold Harmless. Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

c. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

d. Public Records Requests. In addition to Paragraph IV.3 b, when the City provides the Consultant with notice of a public records request per Paragraph IV. 3 b, Consultant agrees to save, hold harmless, indemnify and defend the City its officers, agents, employees and elected officials from and against all claims, lawsuits, fees, penalties and costs resulting from the consultants violation of the Public Records Act RCW 42.56, or consultant’s failure to produce public records as required under the Public Records Act.

e. The provisions of this section III.6 shall survive the expiration or termination of this agreement.

III.7 INSURANCE.

- a. Insurance Term. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.
- b. No Limitation. Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- c. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
 - (1) Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
 - (2) Commercial General Liability insurance shall be written at least as broad on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap, independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
 - (3) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 - (4) Professional Liability insurance appropriate to the Consultant's profession.
- d. Minimum Insurance Limits. Consultant shall maintain the following insurance limits:
 - (1) Comprehensive General Liability. \$2,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate.
 - (2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - (3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.

(4) Professional Liability/Consultant's Errors and Omissions Liability. \$2,000,000 per claim and \$2,000,000 as an annual aggregate.

e. Notice of Cancellation. In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

f. Acceptability of Insurers. Insurance to be provided by Consultant shall be with insurers with a current A.M.Best rating of no less than A:VII, or if not rated by Best, with minimum surpluses the equivalent of Best VII rating.

g. Verification of Coverage. In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

h. Insurance shall be Primary - Other Insurance Provision. The Consultant's insurance coverage shall be primary insurance as respect the City. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

i. Claims-Made Basis. Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

j. Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

k. Public Entity Full Availability of Consultant Limits. If the Consultant maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

1. Subcontractors' Insurance. The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

III.11 INDEPENDENT CONTRACTOR.

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this

Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 CONFLICTS OF INTEREST. The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 CITY CONFIDENCES. The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall be responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in Exhibit ____:

__NONE_____

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY.

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed the City's yearly share of the sales tax revenue generated by the Affordable Housing Tax Credit authorized by Substitute House Bill 1406 without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 MAINTENANCE/INSPECTION OF RECORDS.

a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

b. Public Records. The parties agree that this Agreement and records related to the performance of the Agreement are with limited exception, public records subject to disclosure under the Public Records Act RCW 42.56. Further, in the event of a Public Records Request to the City, the City may provide the Consultant with a copy of the Records Request and the Consultant shall provide copies of any City records in

Consultant's possession, necessary to fulfill that Public Records Request. If the Public Records Request is large the Consultant will provide the City with an estimate of reasonable time needed to fulfill the records request.

ARTICLE V. GENERAL.

V.1 NOTICES. Notices to the City shall be sent to the following address:

**City Administrator
City of Stanwood
10220 270th Street NW
Stanwood, WA 98092
360-629-2181**

Notices to the Consultant shall be sent to the following address:

**Executive Director
Community Resource Center of Stanwood Camano
PO Box 935
9612 271st Street NW
Stanwood, WA 98292**

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 TERMINATION. The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section IV.1.

V.3 DISPUTES. The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 EXTENT OF AGREEMENT/MODIFICATION. This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 SEVERABILITY.

- a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining

provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 NONWAIVER. A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 FAIR MEANING. The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 VENUE. The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

V.10 COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT. The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

Signature page to follow.

DATED this _____ day of October 2025

CITY OF STANWOOD

COMMUNITY RESOURCE CENTER OF
STANWOOD CAMANO

By _____
Sid Roberts, Mayor

By _____
Mary Brederick, Executive Director

APPROVED AS TO FORM:

By _____
Nikki Thompson, City Attorney

Exhibit A
Scope of Services

Civil Rights and Title VI Compliance

Federal Title VI Assurance (Required by WSDOT – Appendix E)

During the performance of this contract, the consultant agrees to comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), and Title 49, Code of Federal Regulations, Part 21. No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation through the Washington State Department of Transportation.

City of Stanwood Supplemental Nondiscrimination Policy

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or disability. This provision shall include, but not be limited to: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract.

Exhibit A
Scope of Services
Community Resource Center of Stanwood Camano

I. Introduction and Intent

During the 2019 Regular Legislative Session, the Washington State Legislature approved, and the Governor signed, Substitute House Bill 1406, Chapter 338, Laws of 2019 commonly referred to as SHB 1406. SHB 1406 authorizes the governing body of a city or county to use a portion of the existing state sales taxes collected for affordable housing projects and if eligible for rental assistance programs.

The City desires to reinvest the collected tax revenue back into the community to support city residents in need of housing assistance by partnering with the Community Resource Center of Stanwood Camano through their anti-poverty program designed to relieve the effects of and address the root causes of poverty.

The purpose of this Agreement is to partner with the Community Resource Center who will act as an agent of the City of Stanwood for the purpose of distributing funds collected under the Affordable Housing Tax Credit Program implemented by Stanwood Municipal Code, Chapter 3.06, Sales and Use Tax for Affordable Housing. Funds shall be used for the sole purpose of providing direct financial assistance to Stanwood residents and families in need of rental assistance.

Funds distributed to the Community Resource Center may only be applied to their Anti-Poverty Program to provide rental assistance as follows:

- **Housing** – Financial assistance to support rent and/or mortgage assistance.
- **Utility** - Financial assistance for essential utilities like water, sewer, electricity, heat, and internet.

The distribution of Affordable Housing Tax Credit funds shall be prioritized to address essential living needs in the following order. First, funds will support rent or mortgage payments to ensure housing stability. Next, resources will be allocated toward basic utility expenses necessary for daily living, such as electricity, water, sewer and heating. Lastly, any remaining funds may be used to cover internet access, recognizing its importance for employment opportunities and educational purposes.

II. Scope of Services

The Consultant shall manage and administer the funds collected under the Affordable Housing Tax Credit Program implemented by Stanwood Municipal Code, Chapter 3.06, Sales and Use Tax for Affordable Housing.

- a. **Location Restriction:** Housing assistance funds provided under this contract may only be distributed to residents living within the jurisdictional city limits of Stanwood.

- b. Eligibility: Rental assistance funds may only be distributed to those households that are at or below 60% of the median income of the Snohomish County. The Consultant shall provide the City with copies of their procedures and protocols in place to screen, evaluate, and confirm need based on the applicants AMI which includes: using local county level data informing AMI and requiring proof of income (paystub, SSI/DSHS award letters, bank statement, etc.) to confirm eligibility. Landlords are also required to submit a W-9 for verification and record monitoring.
- c. Reporting: The Consultant shall provide the resources and experienced staff needed to monitor and prepare half yearly expenditure reports in accordance with standard accounting practices required by the Washington State Department of Commerce. Information reported shall include, but not be limited to: amount of funds received and expended, number of clients served, average income of those served, general location of those served, and amounts provided to each client.
- d. Distribution of Funds: Funds shall be distributed to as many clients as possible in any one year. The consultant shall strive to limit assistance to less than \$1,000.00 per request and limit the number of repeat requests to two. To ensure that the funds are used per this Agreement, payments shall be made directly to the landlord on behalf of the individual or families.
- e. Annual Report to City Council: The consultant shall present a yearly executive summary report to the Stanwood City Council detailing the needs in the community and how the funds were used to help alleviate that need. The time and date for presentation of that report to the City Council shall be determined by mutual agreement between the City and the Consultant.

III. Reporting Requirements

The Consultant shall collect data on clients who receive funds provided under this program and share that data with the City of Stanwood. Reports shall be submitted to the City of Stanwood half yearly in July and December.

The Consultant shall submit an electronic copy of the annual reports. Reports shall be submitted to the City of Stanwood, Attention Finance Director at Stanwood City Hall.

IV. Invoices

The City agrees to make quarterly reimbursement payments to the Consultant for services provided in accordance with this Agreement within 30 calendar days of receipt of an invoice. No payment shall be made in the month during which services are delivered unless otherwise approved by the City.

Funds shall become available for use under the contract after the first full quarter collected by the City and quarterly thereafter. This allows the City and the Consultant to know how much funds will be available for the following quarter.

The Consultant shall only submit reimbursement invoices for funds provided directly to clients as provided for in this agreement. . Salaries, benefits, office space, supplies or any administration of this contract are not eligible for reimbursement.

V. TERM

SHB 1406 authorizes the use of a portion of the existing state sales taxes collected for affordable housing projects and if eligible for rental assistance programs for 20 years. This contract however covers a five (5) year period covering the period between October 9, 2025 through December 31, 2030.

Prior to expiration of this contract and if the City finds that no other agency or non-profit can provide similar services, the term of this contract may be extended for two (2) consecutive five (5) year periods for a total of twenty (20) years. If another agency or non-profit can provide equal or better services the contract shall be put out to public bid and the Community Resource Center of Stanwood Camano may participate in the bidding process.

VI. Contract Amount

The amount of money the City receives per year to fund this program will vary based on consumer spending as the account is funded by sales tax revenue. Due to the unknown nature of the funding, the amount distributed under this contract shall not exceed the City's quarterly and yearly share of the sales tax revenue generated by the Affordable Housing Tax Credit authorized by Substitute House Bill 1406. City of Stanwood Street Map

