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[CDC PACKET 2-14-2019.PDF](#)



City Council Committee Meeting Agenda

Community Development Committee

Stanwood-Camano School District
Administration Building Board Room
26920 Pioneer Highway, Stanwood

Thursday January 10, 2019 6:00 PM

1. Richardson Street Vacation
2. Police Station / City Hall Commerce Grant
3. Cedar Home Square Final Plat
4. IS4 Permitting
5. Alliance for Housing Affordability Grant
6. Building Inspector Contract



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

DATE: January 10, 2019 Meeting

SUBJECT: January CDC Agenda Topics

FROM: Patricia Love, Community Development Director

RICHARDSON STREET VACATION:

Approximately a year ago, the City Council held a public hearing on a street vacation request by Carrie Richardson. Ms. Richardson requested to vacate a portion of the unopened 270th St. NW and Camano St. right-of-way which is currently being utilized for parking at the Home Center. The Council unanimously approved the street vacation and directed staff to obtain the necessary survey, legal description and valuation. Those items are now complete.

While obtaining the appraisal for the portion of the right-of-way to be vacated, Ms. Richardson approached the City with the idea to exchange property as an option versus paying half the cost of the appraised right-of-way value as required by the state law. Ms. Richardson owns the parking lot in front of the Stanwood House on 270th Street. The Mayor was supportive of this idea as the City desires abundant parking for commercial uses and festivals.

At the CDC's November meeting the overall consensus of the Committee was that the city did not need additional parking in that location and suggested that Ms. Richardson contact the Sons of Norway as they may need additional parking. The CDC also requested additional information about the types of events in Stanwood that could use the parking.

Patricia Love, Community Development Director and Mayor Leonard Kelley met with Ms. Richardson on December 7th to discuss the issue in greater detail. The City is supportive of the property exchange at no cost to the City to promote economic development activities and programs in the west end of the City. Additional west end parking could benefit:

- Summer concerts
- Summer Salsa / Festival
- Promote Arts Guild Events
- Block Parties / Events where 270th Could Be Closed Off to Vehicles (Similar to East Side Events)
- Promote Festivals / Events on Both Ends of Downtown Stanwood

Ms. Richardson would like to retain 4 parking stalls to serve her property; however this could be done with signage without putting a cloud on the property. Mayor Kelley and Ms. Richardson will be at the meeting to discuss the proposal and answer any additional questions. The intent is to move this item forward to the full Council in February.

Richardson Street Vacation Application



Proposed Property Exchange
October 9, 2018

Property Highlighted in Blue:
Street Vacation Request
Next to Furniture Store:

Appraised Value = \$41,000
½ Value Payment = \$20,500

Property Highlighted in Red:

Instead of Paying ½ Value
For the ROW, Ms. Richardson
Is Proposing a Property
Exchange Reserved Use of
Approximately 6 Parking Stalls

Appraised Value = \$95,000

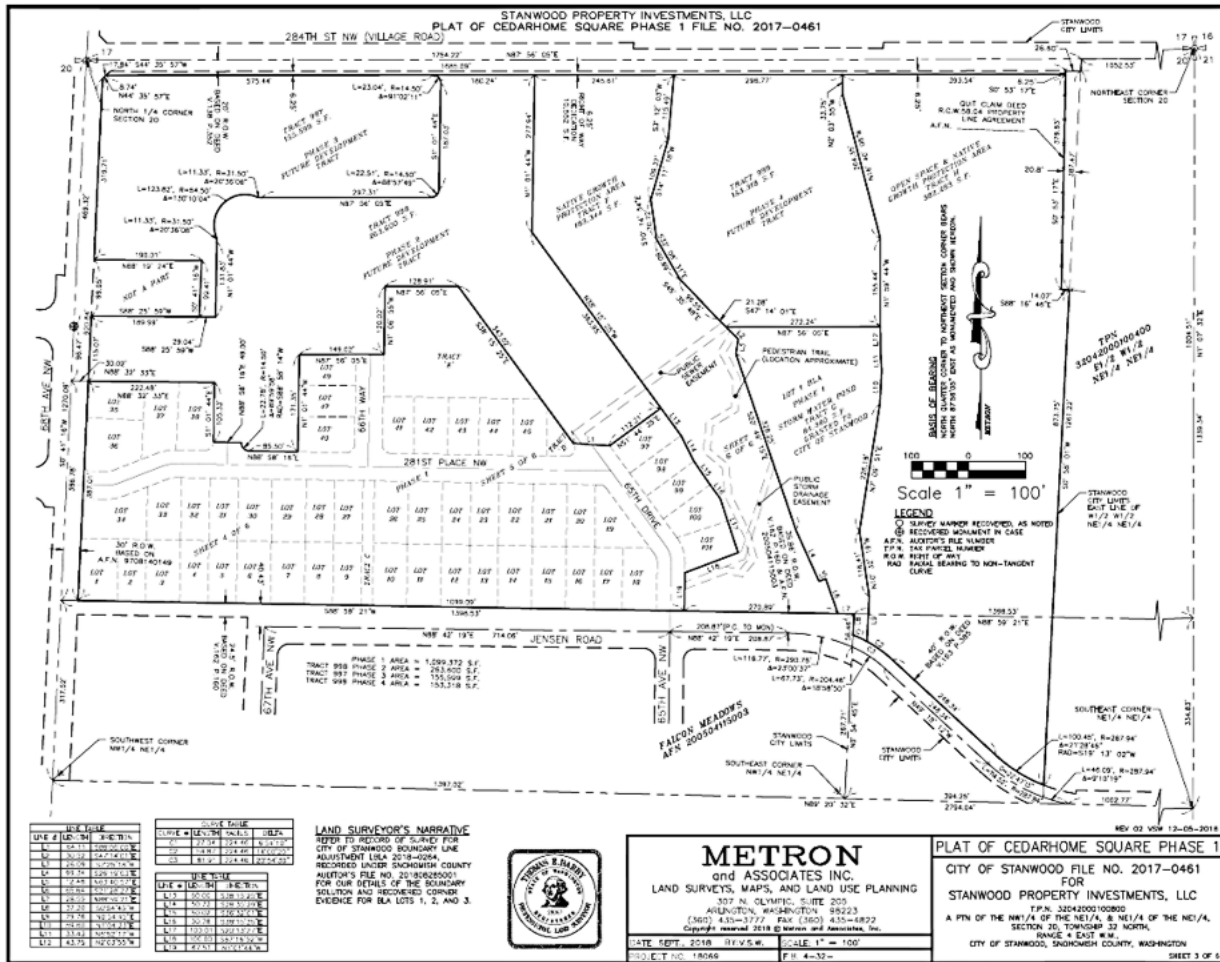
POLICE STATION / CITY HALL COMMERCE GRANT:

The City just recently purchased a piece of property for future construction of a Police Station / City Hall off of 72nd Avenue NW by the high school. Part of the financing of this project came from a Washington Department of Commerce grant in the amount of \$291,000 (\$300,000 minus Commerce administrative fee). As part of the reimbursement process, the City discovered that the Commerce Grant contract was not formally adopted. This does not put the funds in jeopardy; but the City needs to finalize the contract prior to applying for reimbursement. Staff is currently working with Commerce on the grant documentation and the contract is being prepared by Commerce attorneys. Once the contract has been prepared and reviewed by the City Attorney, it will be forwarded to the full Council for acceptance. Once the contract has been signed we will then submit for reimbursement. We estimate that the City should receive the funds by mid-March.

CEDAR HOME SQUARE FINAL PLAT:

Landed Gentry Development submitted a preliminary plat application for 125 residential dwelling units/lots in early 2018. The project was reviewed per the City's permitting process and was approved after a public hearing with the Hearing Examiner. Construction on phase 1 of the project is almost complete and they have submitted for Final Plat approval. Phase 1 consists of 51 single family residential dwelling units; improvements include streets, sidewalks, critical area preservation,

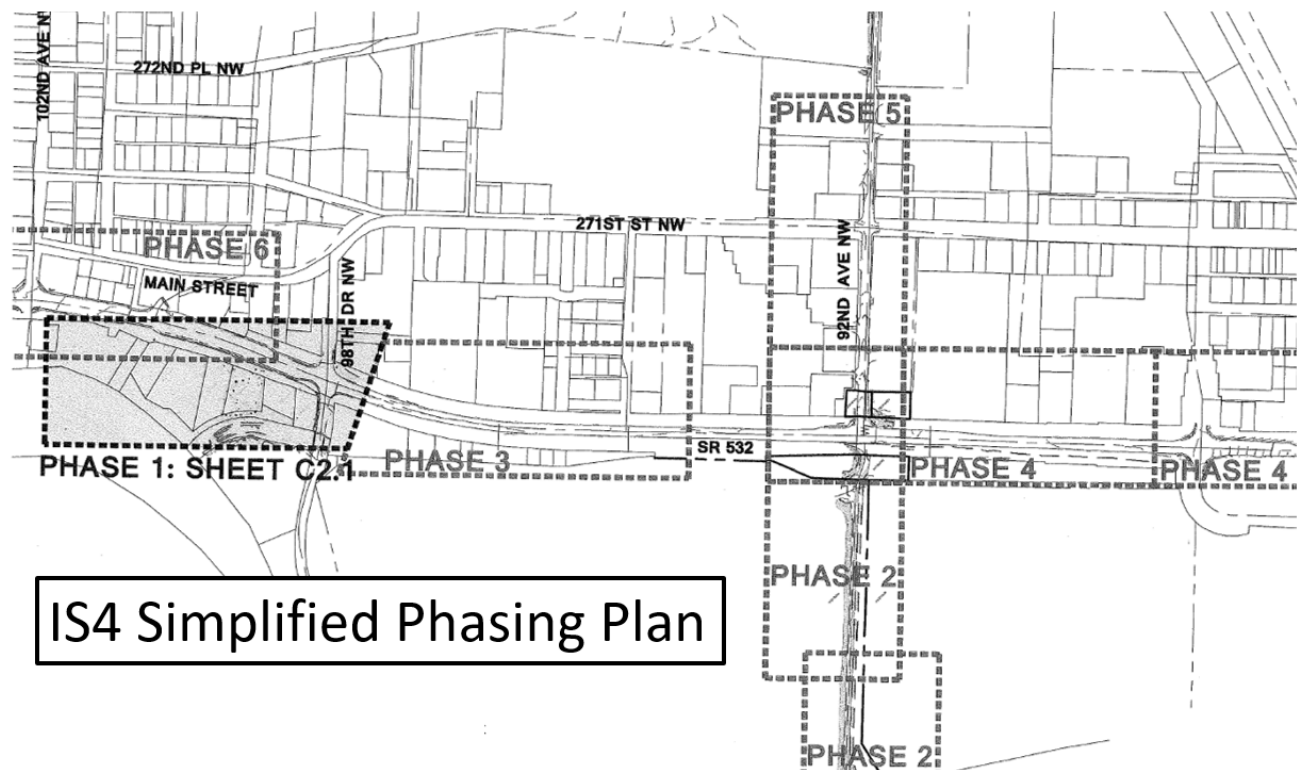
stormwater improvements, pedestrian trail, mail box kiosk and open / park space. We anticipate that the final plat will be forwarded to the City Council by January 24 or February 7th.



IS4 PERMITTING:

The City is working with our environmental on-call consultant, Confluence Environmental, to prepare the permitting for the IS4 project. 2019 work will include shoreline permitting, environmental review, Federal Corp of Engineers Permit, Cultural Resource Review and the Hydraulic Permit from the Department of Fish and Wildlife. We expect this work will take about a full year due to the federal Corp permit. By completing the permitting this year, it sets us up for construction in the summer of 2020. Confluence has estimated a permitting cost of \$90,000. A task order for this work will be forwarded to the full Council on January 24, 2019. Construction of the project will occur in multiple phases:

- Phase 1: Upgrade of the existing lift station at Hamilton to add the 4th pump and build a separation wall.
- Phase 2: Add a new pump station by Mod Pizza and build a new outfall to the Stillaguamish River.
- Phases 3-5: Pipe extensions / conveyance systems
- Phase 6: New conveyance system at the west end of town.



IS4 Simplified Phasing Plan

ALLIANCE FOR HOUSING AFFORDABILITY:

At the December CDC meeting staff provided a short overview of the Alliance for Housing Affordability and 2018 Housing Trust Fund. This past week, Patricia participated in the AHA Housing Trust Fund grant evaluation process. The group reviewed three applications to provide low income housing projects in Snohomish County. A funding recommendation will be submitted to the Board on January 23, 2019 where they will vote on the how to disperse \$655,000 in the Housing Trust Fund.

As the funds come from public dollars, it was the suggestion of the Review Committee that Board members encourage an elected official to attend the meeting and cast their jurisdiction's vote. If an elected official won't be at the meeting, the Review Committee recommended that staff should consult with the appropriate elected official(s) to ask how they would like you to vote.

Stanwood has not specifically identified who from the Council should represent the City; in the past the Community Development Director has attended these meetings and voted on behalf of the City. As Elizabeth Callaghan is the chair of the Community Development Committee, I'd like to offer the option for the Chair or another member of the Committee to attend and vote on the proposed allocation. If preferred by the Committee, the Community Development Director will continue to represent the City at the meeting.

Housing Trust Fund Grant

Agency	Project	Funding Request
City of Lynnwood	Conversion of the Rodeo Inn into housing for homeless students and their families	\$505,000
Cocoon House	Construction of 40 housing units for homeless youth and young adults (currently under construction - gap funding)	\$500,000
Compass Housing Alliance	Demonstration project to build 60 stacked steel modular units (Glokable) for low income and homeless families in Snohomish County	\$505,000

BUILDING INSPECTOR CONTRACT

Pacific Rim Code Services Inc. has provided the City with on-call building inspectors since 1989. Recently in reviewing a work order for Pacific Rim, it was noted that their contract had no expiration date and has not been updated using the City's current contract language. Staff will be bringing an updated 3-year contract to the City Council on January 24th for their approval. Services are provided on a time and percent of review cost basis. Inspections will be billed at \$60.00 an hour and plan review at 50% of plan review fee.



City Council Committee Meeting Agenda

Community Development Committee

Stanwood-Camano School District
Administration Building Board Room
26920 Pioneer Highway, Stanwood

Thursday February 14, 2019 6:00 PM

1. Street Vacation Ordinance
2. Shepro Docket Strategy
3. Draft 2050 PSRC Growth Options
4. Parks Update



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

DATE: February 14, 2019 Meeting

SUBJECT: February CDC Agenda Topics

FROM: Patricia Love, Community Development Director

STREET VACATION ORDINANCE:

Over the past several years, the city has received a handful of street vacation applications. The City of Stanwood currently does not have a code section that addresses the process or procedures for street vacations. The City follows Chapter 35.79 RCW for the review and approval of street vacations. In 2017 a draft street vacation ordinance was started, but never completed.

In December of 2017, staff took the draft street vacation ordinance to the Public Works Committee where discussion items included: concerns with the current process, assessing property valuation, creating a new title in the Stanwood Municipal Code and a new chapter for street vacation. Committee recommendation at that time was to take to full council with the recommendation to approve the proposed language for the street vacation ordinance. For unknown reasons, work on the ordinance was delayed.

Staff is currently preparing a draft ordinance under the guidance of the City Attorney. We anticipate that a new Stanwood Municipal Code Chapter 11.48 – Street Vacation will be proposed that includes the following sections:

- Petition/Application for Street Vacation
- Pre-Application Procedure
- Definitions
- Petition Fees
- Petition Procedure
- Resolution Setting Public Hearing
- Compensation
- Public Hearing Notice
- Appraisal
- Granting Criteria
- Vacation Ordinance
- Notice of Action to Auditor

The intent is to work the ordinance through the Planning Commission and then forward to the City Council for final adoption. Staff is recommending that the ordinance be adopted to customize applications to the City processes, better define the submittal requirements; and add review criteria to the approval process.

SHEPRO DOCKET STRATEGY:

The following outline lays out the overall approach to evaluating the Shepro Docket request as it relates to the Comprehensive Plan and Municipal Code:

Purpose & Intent

Step 1: Comprehensive Plan Evaluation
Goals and Policies of the TN Designation and Housing Sections
Original Intended Uses and Density
2035 Population Allocation

Step 2: Zoning Code Evaluation
History of TN Zoning: Original & 4 Subsequent Amendments
Allowed or Conditional Uses
Location and Density

Data Analysis

Step 3: TN Development History
Analysis of Actual TN Developments
Type of Units
Density (Gross and Net)
Analysis of Surrounding Neighborhoods (Uses & Density)

Step 4: Data Analysis
Evaluate Land Availability
Evaluate Actual vs. Planned Density
Population Gap or On-Track Analysis
Availability of Housing Unit Types
Other Factors Impacting Density: Critical Areas, Stormwater, Open Space

Step 5: Alternative Evaluation
3 – 4 Development Scenarios: Unit Types, Location, and Density
Conduct Impact Analysis:
Compatibility with Comprehensive Plan
Population Allocation Evaluation
Neighborhood Compatibility
Traffic, Parks, & School Impacts
Determine Amendment(s) Needed: Comprehensive Plan &/or Zoning

Public Outreach:

- Step 6: Public Outreach
 Narrow Alternatives
 Hold Stakeholder Meetings
 Hold Committee Meetings
 Hold Public Meetings / Survey / Other

Adoption Process:

- Step 7: Adoption Procedures
 Draft Amendments: Comprehensive Plan &/or Code Amendments
 SEPA
 Redraft as Needed
 Public Hearings with Planning Commission
 Public Meetings with Community Development Committee
 Redraft as Needed
 Public Hearing(s) & Adoption by City Council

DRAFT 2050 PSRC GROWTH OPTIONS:

The Puget Sound Regional Council is currently working on the 2050 Growth Strategies. These strategies are update every ten years and are the basis for County population allocations. In 2040 the PSRC growth strategies was based on “Regional Geographies” or by cities. Our 2015 – 2035 Comprehensive Plan is based on growth allocated to Snohomish County then assigned to cities based on land availability and density.

The 2050 Growth Plan currently under consideration has three options:

1. Maintaining the 2040 Regional Geography Strategy (No Action Alternative)
2. Focusing Growth Towards Transit and Transportation Infrastructure Centers
3. Reset Urban Growth Population Allocations

Each alternative distributes anticipated growth – 1.8 million people and 1.2 jobs by 2050 – across the region in different ways.

Population is divided into multiple categories: Metropolitan Cities, Core Cities, High Capacity Communities (HCT), Cities and Towns, Urban Unincorporated Areas and Rural Areas. Stanwood falls in the “Cities and Towns” category. Applying the three strategies, Stanwood could expect to increase its population by:

- Maintain 2040 Growth Strategy: 9%
- Transit Focused Growth Strategy: 6%
- Reset Urban Growth Strategy: 8%

Planners in Snohomish County are recommending that PSRC adopt the Transit Focused Growth Strategy. This will increase density along major transit and light rail lines. The theory behind this strategy is to reduce traffic and produce more affordable housing units.

PSRC is currently working on drafting the supplemental Environmental Impact Statement and Plan; adoption of VISION 2050 by the General Assembly is scheduled for spring 2020. Staff is working with Snohomish County on the population projections and will keep the Committee posted as work progresses.

VISION 2050 Work Program



PARKS UPDATE:

Heritage Park:

- Waiting on the wetland report to be finalized
- Negotiating Purchase and Sale Agreement with Josephine
- Waiting on Legislature on Youth Athletic Fields (YAF) funding notice
- Working with PTAC on a recommendation which project elements to be included in the 2020 work plan

Hamilton:

- Integrated Planning Grant work continues – wetland monitoring will be installed in the next couple of weeks; initial cultural resource report has been prepared
- RCO has confirmed that the ALEA grant has been approved; work will supplement the WDFW boat launch by adding vehicle parking, non-motorized boat launch, drainage improvements and signage
- Staff is meeting with Jim Brennan on Monday, February 11 to start drafting a scope of work for the project
- Soil testing will begin at the Raplee site on February 14 (part of the Hamilton IPG)

Ovenell:

- Staff is meeting with WSDOT on SR 532 Corridor Planning on Thursday February 21; access to Ovenell will be discussed as well
- The PTAC will be discussing and forwarding a recommendation to the City Council on how to proceed with the 2019/2020 funding: forward design to 10% engineering design or clean up the site and open it to the public then hold on further design efforts until Heritage and Hamilton are complete