



STANWOOD PLANNING COMMISSION MINUTES

January 22, 2018

Call to Order

Chair Utgard called the meeting to order at 6:30PM with the following Commissioners present: Kelly McGill, Randy Heagle, Steve Shepro and Marcus Metz. Commissioner Lance Dennis was excused. Staff present; Community Development Director Ryan Larsen, Public Works Senior Planner Carly Ruacho, Community Development Senior Planner Amy Rusko, Planning Commission Clerk Devin Sola. Elected Officials present: Council Member Judy Williams. Known public in attendance: Michael and Cathy Wooten, Kathleen Shepro, Katie Shrock, Gordon and Debra Bell, Teresa Rommel.

Chair and Vice Chair Elections

Motion. Motion by Commissioner McGill second by Commissioner Shepro to nominate Commissioner Linda Utgard as Commission Chair. Motion carried unanimously.

Motion. Motion by Commissioner Heagle second by Commissioner Ronken to nominate Commissioner Kelly McGill as Commission Vice Chair. Motion carried unanimously.

Public Requests or Comments

Katie Shrock. 18826 94th DR NW, Stanwood. Expressed frustration at having her business, One-A-Chord Academy, A-board sign removed. Asked the Planning Commission to look into changing the code for signage. The Commission discussed whether this would require a code change or a variance as well as off-street advertising as current city regulations prohibit off-site advertising. Community Development Director Ryan Larsen stated that the Commission could add this to their work plan for 2018.

Cathy Wooten. 27828 84th Ave NW, Stanwood. Stated that she is concerned that there is no clear or defined language regarding odors allowed in the industrial zones especially. Cited WAC codes regarding air, air quality and odor as being separated out. Informed the Commission that Commissioner Steve Shepro completed research on what other cities have done regarding odors and stated that she has continued this research. Stanwood has odor under public nuisance. Ms. Wooten stated the problems with this and handed staff research she has completed. Community Development Director Ryan Larsen stated that the Commission could add this to their work plan for 2018.

Chair Utgard welcomed new Commissioners Shepro and Metz.

Minutes

The minutes of the December 11, 2017 meeting was approved as presented.

New Business

Public Hearing- Code Edits Title 17: Tattoo, Bed and Breakfast changes (Zoning Use Table)

Chair Utgard opened the public hearing. Mr. Larsen gave the staff report, reviewing the recommended changes from the Planning Commission and Mayor.

The Planning Commission discussed the number of rooms allowed in a Bed and Breakfast Residence, expressing concern for six rooms in a Bed and Breakfast Residence.

Cathy Wooten. 27828 84th Ave NW, Stanwood. Inquired after noticing requirements and if someone is able to request a public hearing to be scheduled. Concerned with six bedrooms allowed in a Bed and Breakfast Residence.

Chair Utgard closed the public hearing.

Motion. Motion by Commissioner McGill second by Commissioner Ronken to recommend City Council approve the proposed code edits to Title 17 as outlined in Attachment A.

Public Hearing- Parks, Recreation and Open Space Plan

Public Works Senior Planner Carly Ruacho gave the staff report, informing the Commission that staff has been working with the Parks and Trails Advisory Committee (PTAC) and came up with recommendations. Public outreach allowed for well attended open houses and the community expressed strong support for the PTAC priorities. Ms. Ruacho stated she is here tonight to give the Commission an update and included a letter from the State's Recreation and Conservation Office in the agenda packet. March 1, 2018 is the deadline for the State in order to establish eligibility for State programs and funding opportunities. There is a nine month review period by the State. Ms. Ruacho added that some members of the PTAC are here tonight in the audience and wished to recognize them and their hard work.

The Planning Commission discussed the background history of the Ovenell and Hamilton parks and funding. Mr. Larsen inserted that the City has hired a consultant, J.A. Brennan to create the Master Plan for Heritage Park.

Gordon Bell. 26905 78th Ave NW, Stanwood. Expressed his pleasure to be on the PTAC with Ms. Ruacho since November. Stated reasons for joining the PTAC, adding that he believes Heritage Park and Church Creek Park both have potential with concessions. Informed the Commissioners that he has a parks background as a Park Ranger for the State of Washington for thirty years. Looking forward to working with the PTAC in the future.

Judy Williams. 10520 Saratoga Dr., Stanwood. Shared with the Commission that she has sat on the PTAC for the past three years and that it has been an in-depth process, recognizing community involvement and visuals provided by NW Designs. Stated the importance of moving forward with Heritage Park in order to have it tournament ready.

The Planning Commission discussed:

- Purchasing property to the west of Heritage Park (currently owned by Josephine)
- Potential income for field rental

Chair Utgard closed the public hearing.

***Motion.* Motion by Commissioner McGill second by Commissioner Shepro to support the draft 2018 Planning Commission work plan and have City Council review prior to the Commission accepting the final work plan.**

Planning Commission 2018 Work Plan

Mr. Larsen gave the staff report and reviewed the proposed work plan items with Commissioners. The Planning Commission stated that they wished to add the following:

- Code Enforcement Officer – speaker series
- Signage – A-Boards

***Motion.* Motion by Commissioner Heagle second by Commissioner McGill to forward recommendation for adoption as amended to City Council for action.**

No Old Business

Miscellaneous Business & Upcoming Items

- OPMA for new Commissioners
- Short Course on Local Planning
- Lincoln Hill/Saratoga under conditional use permit now
- Introduction of new Senior Planner, Amy Rusko, in Community Development
- No movement on the McDay Holdings LLC proposed project

Adjourn

The meeting adjourned at 7:40PM.

Devin M. Sola, City of Stanwood