

1. Agenda

Documents:

[9.9.19 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[2019 DOCKET.PDF](#)

[APPROVAL OF THE JULY 22, 2019 PLANNING COMMISSION MINUTES.PDF](#)

[APPROVAL OF THE JUNE 24, 2019 PLANNING COMMISSION MINUTES.PDF](#)



PLANNING COMMISSION AGENDA

September 9, 2019 – 6:30 PM
Stanwood Fire Station (8117 267th Pl NW)

1. Call to Order
2. Roll Call
3. Public Requests and Comments
4. Approval of Minutes
 - Approval of the June 24, 2019 Planning Commission Minutes
 - Approval of the July 22, 2019 Planning Commission Minutes
4. New Business
 - 2019 Docket
5. Old Business
6. Miscellaneous Business
7. Recent Council Action on Commission Items
8. Upcoming Items
9. Adjourn

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For information about this agenda, contact the Community Development Department at 360-454-5212.

SPECIAL ACCOMMODATIONS: The City of Stanwood strives to provide accessible meetings for people with disabilities. Please contact the Planning Commission Clerk at 360-454-5212 two business days prior to the meeting.



MEMORANDUM

COMMUNITY DEVELOPMENT DEPARTMENT

10220 270th St NW
Stanwood, WA 98292
360-629-2181

TO:	Planning Commission / Community Development Committee
FROM:	Patricia Love, Community Development Director
SUBJECT:	2019 Docket Requests
DATE:	September 2019

BACKGROUND

The Growth Management Act of the State of Washington requires “early and continuous” public participation in the city’s review and adoption of comprehensive plans and development regulations. One planning tool used to meet the “early and continuous” standard is the Docket process. The “Docket” is a public participation procedure required by state law (GMA) that allows residents the opportunity to request amendments to the City’s comprehensive plan and development regulations on an annual basis.

This year the docket application period was from August 1 through August 31, 2019. The docket application period was noticed in the Stanwood Camano News on July 30, 2019 and posted at City Hall, Stanwood Post Office and Stanwood Library.

Stanwood’s Docket Process includes five (5) steps:

1. Open Call for Docket Applications: August 1 – 31, 2018
2. Staff Evaluation of the Docket Applications
3. Review by the Planning Commission
4. Review by the Community Development Committee
5. Adoption of the Final Docket by the City Council

Placement of an item on the final docket list by the Council means the application warrants in-depth consideration of the request, but in no way implies eventual adoption or approval of the proposal. Once placed on the Final Docket, the requests will be placed on the Planning Commission’s work plan for the following year.

SUMMARY OF REQUESTS

The City received five docket applications this year: four rezone requests and one development code amendment.

1. *Pat and Don Stromberg*

Request: Rezone 6721 Pioneer Highway from Light Industrial to Residential

Location:

Stromberg Rezone Request



General Summary:

The Stromberg's own a 10.5 acre parcel in Snohomish County but located within the City's Urban Growth Area. Access to the property is off of the Pioneer Highway just west of the fairgrounds. The property has undergone several zoning changes in the past 15 years: prior to 2005 it was zoned Residential 5 Acres, in 2005 it was rezoned to Industrial and added to the City's UGA, then in 2015 on the request of the City it was rezoned Residential 9.6. The current Snohomish County zoning of Residential 9.6 and the City's UGA pre-zoning of Light Industrial is in conflict. The property owners wish to have consistent residential zoning on their property so they can build a house for their daughter.

2. Richard Nord / Karen Beckner

Request: Rezone 91XX 272nd Street generally located between 90th and 92nd Avenue from Light Industrial to Multifamily Residential (unaddressed property – parcel number 32041900300400)

Location:

Nord / Beckner Rezone Request



General Summary:

The applicants are interested in rezoning this 1.43 acre property from Light Industrial to Multifamily Residential for the purpose of building approximately 28 senior housing units. The property is located just north of 271st, Stanwood's main street, between 90th Avenue and 92nd Avenue. The applicant's believe senior housing is in short supply and the property is in close walking distance to shopping and restaurants.

3. *Scott Wammack / Lisa Sather (Sather Family Trust):*

Request: Rezone vacant 2 vacant parcels south of 265th Street NW within the Hagen Complex from General Commercial to General Commercial with Mixed Use Overlay

Location:

Wammack / Sather Rezone Request



General Summary:

The applicant is requesting to extend the Mixed-Use Overlay (MXO) on two parcels within the development commonly referred to as the “Hagen” development. The intent is to continue with the mixed use theme / concept originally approved on several of the other surrounding parcels. The applicant is interested in both vertical mixed use buildings and horizontal mixed use which would allow for standalone multifamily residential buildings next to commercial development.

4. *Scott Wammack / Brett Sibert*

Request: Rezone vacant property on the southwest corner of 265th Street and 72nd Avenue from General Commercial to General Commercial with Mixed Use Overlay

Location:

Wammack / Sibert Rezone Request



General Summary:

This request is to add the Mixed Use Overlay (MXO) to this property which is currently zoned General Commercial. This would allow this property to be developed similarly to those on the east side of 72nd Avenue and the adjacent multifamily residential developments. The applicant feels that there is a shortage of multifamily housing in Stanwood and this rezone could help with the housing supply as well as meeting the City's population projections under the Growth Management Act.

5. Shoaleh Colombi

Request: Request an amendment to the City's development regulations establishing standards for type and quality of materials used in future developments.

Location: City wide code amendment

General Summary:

Ms. Colombi purchased a house in Ridgeland Estates nearly 13 years ago. As the president of their homeowners association she has had to address many needed repairs within their neighborhood. She feels that if there were higher material standards, many of these repairs may not be needed or that the cost to do the repairs may not be as high. She is requesting that the City review our development regulations and include regulations requiring the use of quality of materials.

City Items:

The City has three items for the 2019 Docket:

1. Buildable Lands and Population Growth Analysis: While not necessarily required to be listed as a Docket item, the City will also be evaluating land capacity, density, and housing types in compliance with state law (Growth Management Act) as it relates to the upcoming buildable lands analysis and 2050 growth projections.
2. Permitted Use and Procedures Code Update: Update the City's permitted use matrix and permitting procedures to ensure that the type of land uses are consistent with the intent of the zoning districts and that the permitting process is efficient as possible while ensuring public participation.
3. Consider rezoning the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business II (MBII) to avoid industrial uses along the City's "main street".

271st Street (Main Street) Rezone



STAFF RECOMMENDATION

Staff is recommending that all of the 2019 Docket applications be moved forward and placed on the Planning Commission's 2020 work plan. Each of the rezone applications fit within the current work plan to evaluate our current land use patterns and determine how to meet the next round of housing and population allocations.

As for the Colombi code amendment docket item, the City does not have any property maintenance codes, nor do we regulate the type of materials used during construction. This item is worth discussing to determine if we would like to address these issues in the future. The city's proposed code amendment is part of a continuing effort to bring clarity to the code and simplify the process for our residents.

MOTIONS / RECOMMENDATIONS:

As this is a combined report, staff recommends the following motions / recommendations:

THE PLANNING COMMISSION / COMMUNITY DEVELOPMENT COMMITTEE RECOMMENDS THAT THE 2019 DOCKET APPLICATIONS BE PLACED ON THE FINAL DOCKET AND BE INCLUDED IN THE PLANNING COMMISSIONS 2020 WORK PLAN.

The Planning Commission and Community Development Committee recommendations will be forwarded to the City Council as part of the public hearing on the 2019 Docket. The date for this hearing is yet to be determined.



STANWOOD PLANNING COMMISSION MINUTES

July 22, 2019

Call to Order

Chair Linda Utgard called the meeting to order at 6:30PM with the following Commissioners present: Linda Utgard, Darren Robb, Steve Shepro, Sid Roberts, Marcus Metz, and Lance Dennis. Staff present; Community Development Director Patricia Love. Also known to be present, Peggy Wendel, Cathy Wooten, Denise Long, Kathrleen Shepro, Dylan Sluder.

Public Requests and Comments

Dylan Sluder from the Master Builders Association of King and Snohomish County introduced himself to the Planning Commissioners.

New Business

Park Impact Fees

Community Development Director Patricia Love presented an overview of Park Impact Fees. One of the City's 2019 / 2020 work items is to review and potentially update the City's park impact fees. The City's Park Impact Fee ordinance was last updated in December of 2017. While the fee is fairly newly adopted, Council has asked staff to review the costs associated with projects and what is the fairest distribution of those costs.

Park Impact Fee Formula:

$$PIF = \frac{C \times S \times U \times A}{P}$$

- C** = Average Development and Acquisition Cost per Acre
S = Level of Service Standard: 2.5 acres per 1,000 residents for each neighborhood and community parks = 5.0 acres per 1,000 residents
P = 1,000 (People)
U = Average Occupancy: 2.77 / SFR and 2.17 / MFR
A = Adjustment Rate of 40% (Applies a 0.60 adjustment factor to the formula)

In 2017, the City evaluated three alternative scenarios using current cost data and applying the above listed formula:

- Alternative 1: Full cost of park projects listed in the Park Plan
Alternative 2: Park acquisition and development costs listed in the 6-year CIP
Alternative 3: Park acquisition and development costs listed in the 6-year CIP with the exclusion of associated transportation costs which are included in the City's Transportation Improvement Plan (TIP)

Alternative 3 was selected by the City Council as the most appropriate methodology. The Council also opted to cut the resulting Alternative 3 impact fee in half.

Staff is proposing to apply the Council's adopted policy direction to the 2019 update. As a result, the proposed update would apply the Alternative 3 methodology to the 2019 - 2024 Park CIP project list and divide the resulting figure in half.

The following options have been prepared for consideration:

Option 1: Amend Adjustment Rate and Household Size:

Update the formula with latest house hold size numbers and construction costs:

Option 2: Amend the Discount Factor:

Use the existing formula and apply the discount factor at 50/50 versus 60/40. 50/50 is a common discount factor used by many cities.

Option 3: Apply A Division Factor:

In 2017 the City Council chose to divide the final fee in half. This is being referred to as the “division factor”. This option includes updating the household size, construction costs and discount factor and then dividing the total number in half. This division factor could be any number. For reference, the example below shows it at half the rate of Option 2.

Option 4: Maintain Existing Fee:

This is the do nothing option; leave the park impact fee as it currently stands at \$1,330.00 per single family residence and \$1,042.00 per duplex, townhouse and multifamily residence.

Maintain the existing fee but apply a construction cost escalation rate to adjust for changes in the construction industry. Staff is recommended that the escalation factor should follow the Producer Price Index, for a couple of reasons: 1) it is regional, 2) it is published by the Bureau of Labor Statistics and 3) it is readily available.

The final result of this exercise is multi-faceted:

1. Potentially update the park impact fee based on the 2019 – 2024 park CIP list,
2. Amend SMC Chapter 17.151, Impact Fees, to reflect the applied formula, and
3. Evaluate the adjustment and division factors.

No action was taken. Planning Commission will revisit this discussion in September.

Miscellaneous Business

Community Development Director Patricia Love presented “A Road Map to Washington’s Future” as an FYI to the Commission

Recent Council Action on Commission Items

Council had the first reading of the Shoreline Codes with no suggestions or changes. The second reading and final adoption will be August 8th.

Council also approved Street Vacations Ordinance and Address Code Ordinance

Upcoming Items

- The August Planning Commission Meetings have been canceled. The next meeting will be held September 9, 2019.

Adjourn

The meeting adjourned at 8:15PM.

Krista Hintz, City of Stanwood



STANWOOD PLANNING COMMISSION MINUTES

June 24, 2019

Call to Order

Chair Linda Utgard called the meeting to order at 6:29PM with the following Commissioners present: Linda Utgard, Darren Robb, Steve Shepro, Sid Roberts, Marcus Metz, and Lance Dennis. Staff present; Public Works Director Kevin Hushagen, City Planner Amy Rusko, and Administrative Assistant Krista Hintz. Also known to be present, Peggy Wendel.

Approval of Minutes

The minutes of the June 10, 2019 meeting were approved as presented. Commissioner Shepro did inquire as to the guidelines for including comments and questions into the summary. Staff will discuss this with Community Development Director Patricia Love upon her return.

New Business

Public Meeting-Viking Way & 90th Avenue Improvements

The City of Stanwood Public Works Department is requesting major site development approval for the Viking Way and 90th Avenue Improvement Project. The project extends 90th Avenue NW and Viking Way to create a grid road system in Stanwood's Downtown Center. 90th Avenue NW will be extended between 271st Street NW and Viking Way. Viking Way will be extended from the developer-built portion to the west to 88th Avenue NW, creating continuous access between 88th Avenue NW and 92nd Avenue NW. 90th Avenue NW will intersect the proposed Viking Way creating a 3-way intersection. The new road will have sidewalks, street trees, illumination and, in some areas, on-street parking. New utilities will be installed to accommodate stormwater, water, and sewer.

Discussion centered on:

1. Parking for the church and hardware store, angled parking will be in place.
2. There will be crosswalks in place for church parishioners.
3. Entrances to Viking Village are confusing, part of the project narrows up the entrance on 88th to be almost even with the Rite Aid entrance.
4. The entrance at the QFC/Mod Pizza end will not be improved by this portion of the project. There are negotiations with other property owners to eventually extend Viking Way to 92nd Ave NW.
5. Currently the plan calls for Stop lines on 90th Ave NW, Stop signs can be added later if needed.
6. The speed limit will be 25mph
7. The option to extend 90th Ave NW to SR 532 has been taken off the table by WSDOT.

Next steps:

- The City is trying to get Right Of Way certified to go out to bid soon.
- Construction manager needed due to Federal dollars.
- Hoping to get the project out to bid in the fall, possibly November.
- The contract will be awarded early 2020.

Intersections and Round-a-bouts were discussed with focus on 276nd traffic coming from the Cedarhome area, and the intersection at 64th. People are detouring to side roads to avoid traffic on SR 532.

Public Works – 2019 Capital Improvement Projects Update

Public Works Director Kevin Hushagen gave an overview of the 2019 Capital Improvement Projects to include:

- Pioneer Highway Sewer Improvements: the contract was awarded to Faber Construction and will commence the second week of July
- Fox Hill Sidewalk Repairs: The city received a grant for this project, Public Works crews will remove the sidewalks and contract out to have someone pour them. This project must be completed by the end of 2019 as required by the terms of the grant.
- SR 532 and 72nd Ave NW Pedestrian Bridge: Costs prohibit a pedestrian bridge, however, WSDOT is working with the city to improve the intersection with raised pavement markings and more visible striping. The school district is improving the west side of 72nd as part of the development, curb line will most likely stay the same.
- The 276th paving grant was denied. The city will continue with their plan to do ADA upgrades near the Senior Center. Ramps are currently not ADA compliant. Public Works has been working with the county as part of their overlay project. Timeframe- end of July to end of August.
- The new reservoir contract with T. Baily, Inc. is going to City Council June 27th. The project will remove the concrete reservoir and build a new 1.5 million gallon steel reservoir with capacity good for 30 years.
- Lovers Lane chip sealing: The County will chip seal the city's portion of the right of way west of Heritage Park to 92nd Ave.
- Grind and overlay of asphalt from 102nd Avenue to 99th Avenue. Also includes upgrade of ADA ramps at various intersections and striping.
- Grind and overlay of asphalt from 271st Street to 276th Street. Also includes upgrade of ADA ramps at various intersections and striping.

Miscellaneous Business

Senior Planner Amy Rusko provided a high level overview of the Hamilton Landing Park Design presented at the June 17, 2019 PTAC meeting.

Adjourn

The meeting adjourned at 7:24PM.

Krista Hintz, City of Stanwood