

**City of Stanwood**  
**Regular Meeting of the Planning Commission**  
**January 12, 2026 | 6:30 PM**

**Minutes**

**1. Call to Order**

Patrick Hosterman called the Planning Commission meeting to order at 6:30 pm.

**2. Roll Call**

Attendance:

Commissioners Present:

Richard Craig

Melissa Toner

Patrick Hosterman, Chair

Gabrielle Braley

Rachelle Pedersen

Staff Present:

Patricia Love, Community Development  
Director

Tansy Schroeder, City Planner

Audrey Rotrock, Associate Planner

Absent: Eric Warnat

Also known to be present: Community Members Kristina Robinson, Darren Macomber, and Marilyn (online)

Public Requests and Comments:

**3. Public Requests and Comments**

**4. Approval of Minutes**

The minutes of the November 17, 2025 Planning Commission meeting were approved unanimously with one correction to add Commissioner Craig to the roll call.

**a. November 17, 2025 Planning Commission Minutes**

**5. New Business**

**a. Election of Chair and Vice-Chair**

At the first meeting of the year, the Planning Commission elects a new Chair and Vice Chair.

Commissioner Toner made a motion to elect Patrick Hosterman as the Chair of the Commission. All were in favor.

Commissioner Toner made a motion to elect Richard Craig as the Vice Chair of the Commission. All were in favor.

**b. Introduction of New 2026 Planning Commission Members**

Two seats on the Planning Commission become vacant at the end of 2025 and were appointed by the City Council at their last meeting in December. The Mayor is responsible for reviewing applicants and recommending appointments to the City Council whenever vacancies occur or terms expire.

Candidates were evaluated on eligibility, professional background, community involvement, residency, and their interest in contributing to Stanwood's long-term vision.

Rachelle Pedersen - Seat Number 7, Expiring December 2029. Rachelle is a Stanwood resident and a veteran of the U.S. Air Force. She brings extensive experience in team development, training, and strategic planning. Her professional background includes roles that require strong communication skills, meticulous attention to detail, and thoughtful, solutions-oriented problem-solving.

## **6. Unfinished Business**

### **a. Stanwood Municipal Code Update: Permitted Uses**

The City of Stanwood is continuing its comprehensive update of the Municipal Code, with the next phase focused on revising the Permitted Use Matrix and the accompanying Use Standards. The Permitted Use Matrix defines the land uses permitted within each zoning district, while the Use Standards establish criteria to ensure that certain uses are designed and operated in a way that minimizes potential conflicts with neighboring properties.

The update involves:

- Reviewing all permitted uses across zones to ensure consistency with the City's Comprehensive Plan and community vision.
- Revising or consolidating use categories where appropriate for clarity and efficiency.
- Developing or refining specific use standards to mitigate potential impacts (e.g., noise, traffic, light, or compatibility issues).

The proposed approach to updating the Permitted Use Matrix includes a comprehensive review of both the Permitted Use Matrix and the associated Use Standards. Specifically, this work includes identifying uses that may be outdated or no longer reflective of current community needs and identifying potential new uses that should be considered or added consistent with the City's recently updated Comprehensive Plan and long-term vision.

Below is the list of existing allowed uses:

- Agricultural
- Animal Services
- Automotive Services
- Cultural and Entertainment
- Lodging
- Industrial
- Office
- Personal Services
- Public Facilities
- Quasi-Public
- Recreational Areas and Sports Facilities
- Residential
- Retail Trade Establishments
- Retail Food and Drink Establishments
- Schools
- Wholesale Storage / Distribution Facilities
- Utilities
- Wireless Communication Facilities
- Other

#### Types of Uses:

- Are the permitted, conditional, and prohibited uses reflective of modern development patterns?
- Are there outdated or redundant uses that should be removed or consolidated?
- Should emerging uses be added or clarified to better support housing, employment, and services?

#### Location of Uses:

- Are uses allowed in zoning districts that are appropriate given surrounding land uses and infrastructure?
- Are transitions between incompatible uses adequately addressed?

#### Uses That Should Not Be Allowed:

- Are there uses currently allowed that conflict with the community's long-term planning goals?
- Should certain uses be prohibited or more tightly limited in residential or mixed-use areas?

#### Quality of Life and Compatibility:

- Do the permitted uses adequately address livability such as noise, traffic, scale, and operating impacts?
- Are conditional use permits or development standards appropriately applied to higher-impact uses?
- Are there uses that have created recurring compatibility concerns?

Staff asked the Commissioners to consider the following categories to consolidate use categories into:

1. Agriculture
2. Residential
3. Office
4. Entertainment and Tourism
5. General Services

6. Industrial
7. Institutional
8. Retail
9. Utilities and Infrastructure

### Commissioner Questions & Comments

- Commissioners agree that consolidating the use categories is an appropriate approach for moving forward with the zoning code update.
- Commissioners requested that Community Gardens be included as an allowed use within residential zoning districts.
- Commissioners discussed how to address proposals for uses that are not listed as either allowed or prohibited. Staff clarified that these are considered unclassified uses.
  - Staff explained that applicants may request a zoning code interpretation by the Hearing Examiner to determine whether an unclassified use may be permitted, permitted as an accessory use, permitted as a conditional use, or prohibited.
- As an example, staff noted that a microbrewery could potentially be considered an accessory use in instances where it is associated with a restaurant, rather than permitted as a standalone use.
- Staff encouraged Commissioners to engage with neighbors and community members to better understand community preferences regarding which uses should or should not be allowed.
- Commissioners requested additional information regarding options to make the unclassified use determination process less burdensome and less cost-prohibitive for applicants.

### Public Comments & Questions

- The unclassified use process is cost prohibitive, time-consuming, and could still potentially end in a use being classified as prohibitive. Can the City provide an easier solution?

## **7. Miscellaneous Business**

### **a. Year In Review**

Staff gave a brief summary of the work accomplished by the Community Development Department during 2025.

## **8. Recent Council Action on Commission Items**

### **a. State Environmental Policy Act and Nonconforming Use Standards Code Amendments**

At their last meeting, City Council approved the State Environmental Policy

Act and Nonconforming Use Standards Code with no additional changes.

**9. Upcoming Items**

**10. Adjourn**

City of Stanwood

Attest:

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Sid Roberts, Mayor

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Lisa Sokolik, City Clerk