



Community Development Committee Meeting Minutes October 15, 2020

Call to Order 6:01pm

Present: Judy Williams, Sid Roberts, Darren Robb, Patricia Love, Jennifer Ferguson, Amy Bergemeier

New Business:

- Expanded Role of Council Committee Chair
- PUD Easement Request
- Johnson Farm Docket Request
- Schenk Annexation Update
- 2020 Comprehensive Plan Update – Code Amendments

Expanded Role of Council Committee Chair:

Council committees play an intricate role in the review of issues that come before the City as part of our due diligence process. Committees take a deeper dive into details and provide important feedback to staff, the full City Council and community. As we work to enhance our public engagement initiatives and provide more substance on issues to the Community during Council meetings, Council Committee Chairs and ad hoc Advisory Board Chairs are asked to provide brief statements, about the Committee/Commission/Board discussion during staff presentations on these issues

- City Administrator, Jennifer Ferguson went over this with the Committee Members.
- Sid Roberts really likes the idea of the expanded role of Committee Chairs.

PUD Easement Request:

Snohomish County PUD has requested a non-exclusive 45' x 20' easement from the City on the SW corner of the Fox Hill Estates detention pond to install (2) Feeder vaults, conduit and UG cable to feed the existing and new overhead lines that will be fed from the new Twin City Substation. The vaults will be fed via underground lines entering and exiting the easement in the public right of way. An appraisal has been prepared indicating an easement value of \$1,000.00 which PUD will pay if Council approves the easement.

Prior to making a recommendation to the City Council or Mayor to grant an easement, the easement request is reviewed against the following criteria.

1. The easement provides a benefit to the residents of Stanwood;
2. The easement request does not conflict or interfere with future city projects;
3. The easement is not in conflict with any other public overlay easement or restrictive covenant;
4. The easement does not limit access or public use of the property by the City or city residents; and
5. The easement does not limit or interfere with the any existing public works maintenance operations.



Community Development Committee Meeting Minutes October 15, 2020

City staff is reviewing the request and expect to take the request to Council in November.

- Committee Member Robb wanted confirmation of the location and type of item that is requesting to be put in and that it will be underground.
- Committee Member Roberts wanted to confirm the location of the substation and that the easement would be of very little impact.
- Director Love, is having the City Attorney to revise the language of the current easement request by PUD to make sure the easement's language is maintaining the City's land use rights. If for some reason an agreement isn't decided upon by both sides, Patricia will update this committee.
- Committee agrees to send easement request to Council for approval if language is agreed upon by both attorneys.

Johnson Farm Docket Request:

The City of Stanwood purchased the Johnson Farm in 2018 with conservation futures funds from Snohomish County. This property is outside the City limits in unincorporated Snohomish County. Because the property is in Snohomish County, the City must obtain permits from Snohomish County Planning and Development Services for any site or building improvements needed. We experienced this first hand when we needed to replace a hot water tank in the "big" house on the Johnson Farm.

Staff is proposing that the City submit a Docket request to Snohomish County to expand the Stanwood Urban Growth Area around the Johnson Farm so that the property can be formally annexed into the City and be under our control which will be beneficial to the City when we begin our park planning activities for the site. Because the boundaries of the Johnson Farm is irregular, staff is proposing to add a portion of the adjacent farm land in the UGA expansion area. We are anticipating that the addition of the farm land in the UGA would not be met with opposition as it has a conservation futures easement over the entirety of the land which restricts any future development and requires the property to be maintained in agricultural use.

The Snohomish County Docket window is now open for individuals or agencies to request changes to the Snohomish County Comprehensive Plan or development regulations. Similarly to the City's Docket process, Snohomish County staff will review all of the Docket submittals and the County Council will hold a public hearing on the final Docket list. The final Docket items will then be reviewed with the County's 2024 Comprehensive Plan Amendment process. The next opportunity to request a change to the Urban Growth Boundary may be in another four years. Applications for the Docket are due by the end of the month and there is an initial application fee of \$1,555 and a final review fee of \$2,275 if the request is put on the final



Community Development Committee Meeting Minutes October 15, 2020

Docket list. There is an environmental review fee, but that amount is not listed. Staff is seeking direction from the Committee on whether to submit the Docket application or wait till the next round.

- Councilmember Williams inquired if by putting the proposed area into the UGA does that mean it is automatically annexed? Director Love explained it isn't automatic, but the City would move towards annexation if this area gets approved in the UGA expansion.
- Councilmember Robb asks if the City plans to do both, Request the UGA expansion and the Annexation, at the same time. Director Love explains that the first step is to get approval on the UGA Expansion and this process can take up to several years, then if it gets approval, the City would apply for Annexation of that land.
- Councilmember Williams asked what the benefit of doing the request at this time is. Director Love explained it aligns with the timeline of the Counties Comprehensive Plan updating process.
- Councilmember Roberts asks about the Boundary Review Board regarding annexations. Director Love explained that the Boundary Review Board doesn't have the authority to allow annexations that are not in the UGA. They only have the authority to address the boundaries within the UGA.
- Councilmember Robb's feels the important first step is to get the UGA approved, and possibly look into having less land in this UGA request to perhaps keep it congruent with the "Johnson Family Farm" as it exists now.
- The Committee is in favor of proceeding with this Docket Application.

Schenk Annexation Update:

On September 24th the City Council considered an annexation request by Schenk Packing for the purpose of connecting to the City's sewer system. The Council had three main questions regarding the proposal:

1. How would the City's sewer capacity be affected by the request?
2. Would there be traffic impacts on City roads due to the addition of a second shift at the facility?
3. Would there be additional odors coming from the facility and how would odor be managed?

In response to these questions staff has contacted our on-call consultants to start evaluating the proposal: RH2 will be preparing a sewer capacity study, TranspoGroup will be preparing a traffic analysis, and Maul Foster and Alongi is working on the odor question. These are all reimbursable costs to be paid by the applicant. Staff will prepare a report to Council when all of the information has been gathered and evaluated.

- Committee is supportive of this.



Community Development Committee Meeting Minutes October 15, 2020

2020 Comprehensive Plan Update – Code Amendments:

At the last Community Development Committee meeting, the 2020 Comprehensive Plan amendments and rezones were discussed. Overall the Committee was supportive of the rezone requests. The second half of the 2020 update includes amendments to the Stanwood Municipal Code to implement the rezones. The proposed implementing zoning code changes fall into four general categories:

1. *Adoption of new General Commercial – Mixed Use Overlay Zoning Regulations.* The purpose of creating this new zoning category is to expand existing overlay over the commercial area in the Uptown Center Area, but not have the overlay apply to the other General Commercial zones in the city. It also eliminates the need to amend the Comprehensive Plan or require a rezone for any future proposed mixed use developments in the Uptown Center. The permitted use matrix and development standards were updated to create this new zone.
2. *Adoption of new Parks and Open Space Zoning Regulations.* Creation of a new Parks and Open Space land use and zoning designation requires the adoption of associated permitted uses and development standards.
3. *Amendments to the Building Height for Mixed Use and Multifamily Developments.* Building heights were slightly increased to allow for the construction of pitched roofed structures. Over time, building standards have changed from standard 8-9 foot ceilings to 12 foot ceiling heights. In addition, building in the flood plain requires that the living area of the structure be one foot above base flood elevation. Building heights have not been evaluated or adjusted to coincide with these changes. The proposed changes in the building height does not increase density or allow for additional floors, but instead allows the construction of pitched roofs consistent with northwest craftsman designs versus building flat roofed buildings.
4. *Minor Code “Scrub” Amendments.* Minor changes are being proposed to the permitted use matrix to eliminate inconsistency with other development code sections. The allowance of self-storage units was eliminated from the Mixed Use Overlay zone to ensure the commercial floor is occupied with uses consistent with the vision of pedestrian friendly retail / commercial developments.

The two new code sections implement the comprehensive plan land use designations consistent with the requirements of the Growth Management Act to have consistency between the Comprehensive Plan and development regulations. The amendments to the permitted use matrix, bulk standards, mixed-use overlay regulations provide additional standards to ensure that future projects are developed according to the City’s vision of creating mixed-use pedestrian friendly neighborhoods.

- The committee is supportive of these changes/amendments.



Community Development Committee Meeting Minutes October 15, 2020

The Planning Commission is taking the month of October to review the full 2020 Comprehensive Plan Amendment packet with the intent of scheduling a public hearing on the amendments in November. Due to adoption of the budget and upcoming holidays, the packet will be scheduled with the full Council in January.

Adjourn: 6:50 pm