

**City of Stanwood**  
**Regular Meeting of the Planning Commission**  
**March 9, 2026 | 6:30 PM**

**Minutes**

**1. Call to Order**

6:30 pm

**2. Roll Call**

Attendance:

Commissioners Present:

Richard Craig

Melissa Toner

Patrick Hosterman, Chair

Doug Standish

Gabrielle Braley

Rachelle Pedersen

Staff Present:

Patricia Love, Community Development Director

Ty Schroeder, City Planner

Audrey Rotrock, Planner

Absent: Eric Warnat

Also know to be present: None

Public Requests and Comments: None

**3. Public Requests and Comments**

**4. Approval of Minutes**

**a. Planning Commission Meeting Minutes 02/09/2026**

The minutes from February 9, 2026, Planning Commission meeting were unanimously approved.

**5. New Business**

**6. Unfinished Business**

**a. Permitted Use Matrix and Standards Disussion**

The City's grading and stormwater regulations are intended to protect public health, safety, and welfare by minimizing erosion, managing runoff, preventing flooding, and protecting water quality and downstream infrastructure. These regulations also ensure that development occurs in a manner consistent with adopted engineering standards, environmental requirements, and the City's long-term maintenance standards.

The draft Grading and Stormwater code amendments reflect current best practices and incorporate suggested updates from the City's Public Works staff. The proposed revisions are primarily clarifying and procedural in nature and are intended to improve consistency, predictability, and implementation.

Both code updates were reviewed by the Public Works Committee on March 2, 2026. The Committee recommended moving the amendments forward and noted that the proposed changes reflect standard engineering practices. One comment raised by the Committee related to the requirement for a grading permit for retaining walls over two feet in height. Staff explained that establishing a permit requirement for walls exceeding two feet would provide the City with enforcement authority if a wall were to negatively impact the right-of-way or create drainage issues on adjacent properties.

Staff also distributed a supplemental staff report that included three additional code sections. These sections will be incorporated into the final draft prior to the public hearing on the proposed amendments and include:

- A new section addressing pre-loading of sites, which is a common practice in the downtown area due to the high-water table.
- Added standards for detention vaults.
- Added standards for dedication of stormwater facilities to the City.

After reviewing staff comments and the proposed amendments, staff recommended proceeding with a public hearing. The Planning Commission concurred and scheduled the hearing for their next meeting on April 13, 2026.

**b. Grading and Stormwater Code Amendments Discussion**

The next phase of the City's Municipal Code Update focuses on revising and modernizing the Permitted Use Matrix. This effort represents an important step in aligning the City's Unified Development Code with current state laws, industry standards, and Comprehensive Plan policies.

Senior Planner Ty Schroeder presented the Planning Commission with the draft permitted use matrix. The updated, consolidated matrix is organized with the City's zoning designations across the top and land uses listed in the left column. References to associated development standards within the code are included in the right-hand column.

Uses are identified as follows: P for permitted, AC for accessory, C for conditional use, a blank space for uses that are not allowed, and uses not listed are considered prohibited.

Subcategory of uses has been reduced from 20 to 8 as follows:

- Agriculture
- Entertainment and Tourism
- General Services
- Industrial
- Institutional

- Residential
- Retail
- Utilities and Infrastructure

The updated matrix now organizes uses according to a hierarchy of light, medium, and large/heavy uses. The Commission expressed general support for this new approach and asked staff to consider the following amendments and clarifications:

- Add a definition for Hobby Farms and reconcile the agricultural section with the adopted animal code.
- Clarify how the Community Resource Center should be classified (e.g., office, mixed-use, or another category).
- Provide examples of light, medium, and heavy industrial uses, and include clearer guidance on how uses transition between medium and heavy categories.
- The Commission supported removing certain industrial uses that do not support job creation, such as construction yards and laundry plants.
- Provide examples of heavy governmental facilities.
- Clarify how the School District Bus Barn would be classified in the new matrix.
- Consider allowing emergency housing/shelters as accessory uses to other uses, such as schools or places of worship, or allowing them as temporary uses.
- Re-evaluate retail size categories to ensure they support the types of businesses the City hopes to attract to the downtown area.
- The Commission supported merging food and beverage uses into a single category, noting that many food establishments include bar service and that bars and restaurants typically have similar impacts, such as parking demand and hours of operation.
- Add breweries to the matrix.
- Reconsider the location options for drive-through businesses.

Staff informed the Commission that the City Council will hold a workshop on the permitted use matrix on March 26, 2026. Comments and suggestions from the Council will be incorporated into the next draft of the ordinance. Based on the summary presented, the Planning Commission agreed to begin the public hearing process for the proposed amendments at its next meeting on April 13, 2026.

## **7. Miscellaneous Business**

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

**9. Upcoming Items**

Architectural Design and Sign Code Standards

**10. Adjourn**

8:00 pm

City of Stanwood

Attest:

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Sid Roberts, Mayor

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Lisa Sokolik, City Clerk



Planning Commission  
Meeting Minutes  
Monday, February 9, 2026, 6:30 pm

**Call to Order:** 6:30 p.m.

**Roll Call**

**Commissioners Present:**

Richard Craig, Commission Vice Chair  
Melissa Toner, Commissioner  
Patrick Hosterman, Commission Chair  
Doug Standish, Commissioner  
Gabrielle Braley, Commissioner  
Rachelle Pedersen, Commissioner

**Staff Present:**

Patricia Love, Community Development Director  
Audrey Rotrock, Associate Planner

**Absent:** Eric Warnat, Commissioner

**Also known to be present:** Connor Hutchison, Resident

**Introduction of New Planning Commissioner Doug Standish:** Doug is the Teen Program Coordinator at the Stanwood Community Resource Center. He grew up in Marysville and currently lives in Warm Beach. The Commissioners welcomed him and look forward to Doug's perspective.

**Public Requests and Comments:** Connor Hutchison has requested additional information regarding the feasibility of installing solar panels on the roof of Stanwood High School, as this could potentially generate cost savings and allow funds to be reallocated to other school projects.

**Approval of Minutes:**

The minutes from January 12, 2026, Planning Commission meeting were unanimously approved.

**Unfinished Business:**

**Permitted Use Matrix and Standards Discussion**

The next phase of the City's Municipal Code Update focuses on revising and modernizing the Permitted Use Matrix. This update represents an essential step in updating the City's Unified Development Code with current state laws, industry standards, and Comprehensive Plan policies, while improving the code's usability and clarity for staff, developers, and the public. The ordinance consists of three primary components:

- Definitions related to the Permitted Use Matrix
- The Permitted Use Matrix
- The use-specific development standards associated with allowed uses

The Commissioners discussed the following Permitted Use Categories

- Agricultural
- Entertainment and Tourism
- General Services
- Industrial
- Institutional
- Residential
- Retail
- Utilities and Infrastructure



# Planning Commission Meeting Minutes Monday, February 9, 2026, 6:30 pm

## Commissioner Questions & Comments

### ***Agriculture***

- Commissioners would like Community Gardens to be allowed in existing neighborhoods that have the space for one.
- Commissioners asked what Small Animal Husbandry means. Small animal husbandry means raising small animals for the primary consumption of or use by the occupants of the premises.

### ***Entertainment and Tourism***

- Consider adding Indoor Amusement as a permitted use in the TN mixed-use zone.
- Consider allowing Athletic Facilities as a permitted use in all zones.
- Consider allowing Parks and Trails as a permitted use in the TN zones.

### ***General Services***

- Would animal daycare and/or animal grooming be allowed as an Accessory Use in residential zones?
  - Yes, the City would need to amend the municipal code to include this use, with clear standards such as maximum allowable noise levels and a limit on the number of animals permitted at one time.
- Consider adding a cross reference to estheticians operating in residential zones in the commercial use allowed use table.
- The Commissioners agreed to remove hospitals from the list of permitted uses, but leave Health Care Offices, citing insufficient available land within Stanwood to accommodate a hospital facility.

### ***Industrial Uses***

- The Commissioners requested additional information on what a 'Laundry Plant' is and what wage-type jobs they can create.
- Consider allowing small scale printing/publishing as a permitted use in the TN, DMU, and GC zones.
- Commissioners also requested additional information on what detached commercial accessory structures are and what they would look like in Stanwood.

### ***Institutional Uses***

- Consider removing Community Centers from the residential zones and adding them as a permitted use in the TN, GC, and PI zones.
- The Commissioners would like to combine Elementary, Middle, and High Schools into one 'Public School' use.
- Consider including a Seminary into the School category.

### ***Retail Establishments***

- The Commissioners would like small scale retail allowed in the TN-MU zone.
- Commissioners would like to consider modifications to the square footage criteria for small and medium retail.

### ***Utility Uses***

- Consider refining the definition of what a Solid Waste Disposal facility is.
- Consider adding electric vehicle charging as a permitted use.



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Meeting Minutes  
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**New Business:**

**Grading and Stormwater Code Amendments**

The City's grading and stormwater regulations are intended to protect public health, safety, and welfare by minimizing erosion, managing runoff, preventing flooding, and protecting water quality and downstream infrastructure. These regulations also ensure that development occurs in a manner consistent with adopted engineering standards, environmental requirements, and the City's long-term maintenance standards.

Over time, changes in state and federal regulations, evolving best management practices, and experience gained through project review and construction have identified areas where the City's existing grading and stormwater codes would benefit from minor clarifying amendments.

**Commissioner Questions & Comments**

None

**Miscellaneous Business:**

None

**Recent Council Action on Commission Items:**

None

**Upcoming Items:**

- Design Standards in April / May timeframe

**Adjourn:** 8:03 pm