



City Council Committee Meeting Agenda

Community Development Committee

This meeting will be conducted by telephone and online, connection information will be posted on the City Website – <https://www.stanwoodwa.org>

Thursday January 5, 2023, at 5:00 PM

1. City Hall / Police Station Site Options Discussion
2. Economic Development Policy Review
3. Nonconforming Signage Emergency Ordinance
4. Year-In-Review

Community Development Committee

Please click this URL to join:

<https://us02web.zoom.us/j/87272884720?pwd=dDlXcXNqUVgzSDdMT1RmSG5icHZtdz09>

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**CITY OF STANWOOD
COMMUNITY DEVELOPMENT COMMITTEE
AGENDA STAFF REPORT**

DATE: January 5, 2023

SUBJECT: January CDC Agenda Topics

FROM: Patricia Love, Community Development Director

City Hall / Police Station Site Options Discussion

The developer of the Cedarside mixed use development has suggested that they may be interested in purchasing the city owned property on 72nd Avenue. In response, the Council has requested that the discussion on where to permanently locate City Hall and the Police Station be reengaged in 2023. As a refresh on this topic, below is a summary of past and current actions.

In 2014 the City considered 15 sites for relocated City Hall / Police Station: 10 commercial properties, 3 commercial buildings and 2 residential mixed-use properties. The Council then narrowed the sites down to 2: the vacant property adjacent to the school district building (Gilbertson Property) on Pioneer Hwy and a site on 267th Place West across from the Port Susan Middle School.

2014 Commercial Properties Considered:

Owner	Address	Acres	Current Status
Stach	6713 268 th Street	29.57	Vacant Land; Recently Purchased in November 2022; Outside City Limits in Urban Growth Area; Would need to connect sewer and water.
Lenz	26815 92 nd Ave NW	5.42	Developed; No matching address, but described as “partially filled property across from QFC”
Herbkersman	26718 64 th Ave NW	13.10	Vacant Land; Outside City Limits in Urban Growth Area; Would need to connect sewer and water.
Stanwood/Camano Village	7000 265 th St NW	1.90	Developed; Cambridge Place Apartments
Beckner	9100 272 nd St NW	1.43	Under Construction: Inland Steel
Wolfkill	8600 Cedarhome Dr.	.92	Vacant; Land use permit approval for warehouse building
Camano Village	26480 72 nd Ave NW	.92	Vacant; Land use permit approval for vet clinic
Williams - . - Selected site for further consideration in 2014	7723 267 th St NW	2.38	Single Family Residence; Require building demo and site development

Gilbertson Property – Selected site for further consideration in 2014	26820 Pioneer Hwy.	.75	Vacant; Land use permit submitted
Stanwood Dev	269 th PI NW	2.66	Under construction; mini storage facility

2014 Commercial Buildings Considered:

Owner	Address	Sqft	Current Status
Resilience Fitness	7213 267 th St NW	44,664	YMCA Building Site
Ace Hardware	7005 265 th St NW	13,920	Dollar Store Building Next to Haggen's
Car Quest Bldg	9922 Hwy 532	6,850	Mission Motors Building

2014 Mixed-Use Properties Considered:

Address	Sqft	Current Status
7915 267 th St NW	6,969	Single Family Residence; Require building demo and site development
7723 267 th St NW	2.38 Acres	Williams Property Noted Above

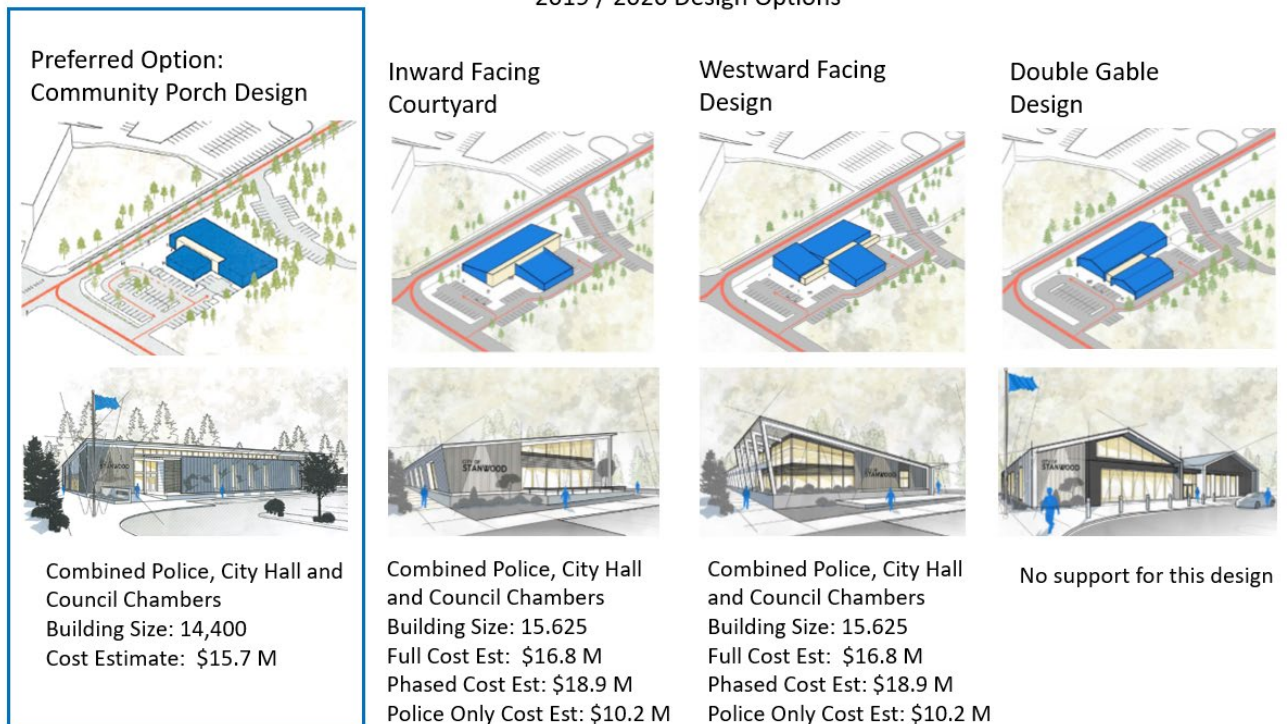
Civic Campus Project - Significant Actions Timeline:

Date	Action
2014 / 2015	City constructed improvements to the police station and city hall within the FEMA allowed limits.
2015	Commerce grant for \$291,000 to purchase City Hall / Police Station property
2015	Feasibility study on Gilbertson and Williams property; appears to have had wetland issues that limited the size of usable land; appears that Council decided to consider different sites
2015	Adoption of Downtown Master Plan and associated code amendments with direction to encourage keeping city hall in the downtown area as the “heart and core of the community”.
2015	Discussion with Vine Street Investors owners about purchase / lease options of the 72 nd Avenue property
2015 / 2016	Facility needs study and programming analysis prepared
2017	Public meeting / open house to discuss moving City Hall / Police Station out of the floodplain
2017	Property negotiations with Vine Street Investors for 1.25 acres on 72 nd Avenue and approval of a purchase and sale agreement
2018	72 nd Avenue property feasibility study, boundary line adjustment completed, and property purchased
2019	RFP issued and Mackenzie Architects hired; preliminary design for 72 nd Avenue property started; Initial cost estimates prepared
2020	Project put on hold due to Covid-19
2021	Change in Mayor and project direction; Evaluate options to keep City Hall / Police Station in the downtown area – 5 site options considered; Option A: Civic Campus on 72nd Avenue Property Option B: Police Station / Council Chambers on 72nd Avenue Property Option C: Maintain Existing City Hall with Improvements Option D: Build a Separate Council Chambers at City Hall Park Option E: Other Downtown Locations

2021	Due diligence and site feasibility analysis for Stanwood Commons Building conducted (9612 270 th Street); Cost of Stanwood Commons Building more than civic campus design on 72 nd Avenue; determined unfeasible
September 2021	Project paused due to: city administer transition, new Mayor starting in November, and council elections in November 2021
March 2022	Council worksession: move forward with renovations to City Hall / Police Station to improve working conditions and maintain buildings; continue discussion on siting future options: downtown or uptown
2022	Obtained appraisals of City Hall and Police Station; Initiated design work to update City Hall and Police Station within FEMA limits to maintain functionality of buildings while decision on where / if to relocate buildings
2023	Work Plan: remodel City Hall and Police Station; evaluate future options for City Hall and Police Station

The following graphic show the City Hall / Police Station options considered between 2019 – 2021:

Stanwood Civic Campus Project: 72nd Street Property Designs
2019 / 2020 Design Options



While the Community Porch Design was the “preferred” options, not all Councilmember were supportive of the design. The Community Porch design was the least expensive, but some felt the modest design lacked a strong public image and character. Staff was directed to look at options to keep City Hall / Police Station in the downtown area. The following graphic compares the downtown and uptown siting options.

Stanwood Civic Campus Project: 2021 Options Considered

Under Consideration Community Porch Concept with Additional Property  Combined Police, City Hall and Council Chambers Building; Drive Isle Connection to Park Cost Estimate: Building: \$15.7 M Additional Property: \$1.3 - \$2.6 M Total Est: \$17.3 M - \$18.6 M	Police / Council Chambers with Park Expansion  Police Station and Council Chambers Building; Drive Isle Connection to Park; Park Expansion Cost Estimate: Building: \$10.1 M Additional Property: \$1.7 - \$3.1 M Total Est: \$11.8 M - \$13.2 M	Support Minor Renovation City Hall Renovation  Renovate City Hall for Long Term Use Opt 1 – Raise Building Cost Estimate: \$2.3 M Opt 2 – Interior Renovation Bathrooms / Kitchen Cost Estimate: \$250 K - \$676K	Under Consideration Stanwood Commons Building  Police Station and Council Chambers Building; Drive Isle Connection to SR 532 Cost Estimate: Building Renovation & New Police Building: \$20.7M Property Purchase: \$6M – 8 M (2021 AV of Bldg = \$5,050,000) Total Est: \$26.7 M - \$28.7 M
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Current Project Status:

The City's adopted Comprehensive Plan and Downtown Master Plan envision a civic campus in the downtown area. Floodplain regulations require the police station to be moved out of the floodplain if renovation costs exceed 50% of building value or if it is relocated. City Hall is not required to be moved out of the floodplain.



City can renovate buildings up to 50% of the building value every 2 years

Police and Fire buildings are considered essential buildings

Police and Fire Renovations greater than 50% = Move out of Floodplain

Cannot locate essential buildings in floodplain; includes access

City Hall is not considered essential; Council policy to keep downtown or move uptown

In response to these conflicting policies, the Council has the following siting considerations:

- Move the civic campus, including police and city hall, up the hill to city owned property on 72nd Avenue by Church Creek Park;
- Keep City Hall downtown and move the police station to the city owned property on 72nd Avenue;
- Sell the 72nd Avenue property and purchase another property out of the floodplain for a police station or combined civic campus;
- Sell the 72nd Avenue property and keep the existing city hall and police facilities in the downtown with a revolving 2-year maintenance / renovation plan; or
- Other suggestions

In considering next steps, the Council needs to consider the Department of Commerce grant obligations which affects the 72nd Avenue property.

Site Ownership (Section 14 of Grant Agreement):

- The city must maintain ownership of the property for at least 10 years from the final date of payment; or
- The city may sell the property and use the proceeds to purchase another property for the same use; or
- If the city sells the property or uses it for a use not authorized by the grant, then then the grant must be repaid with interest

Use (Section 15 of Grant Agreement):

- Maintain the use of the site for 10 years or repay the grant with interest

The payment date of the grant was May 20, 2019; the ten-year retention / replacement requirement extends through May 20, 2029. It is advised that staff confer with Commerce staff on the preferred Council direction prior to final action on / if to sell the 72nd Avenue site.

This issue has been brought before the Community Development Committee for review and discussion. The Committee's recommendations will be brought forward to the full Council for discussion in early 2023.

Economic Development Policy Review and Discussion

Comprehensive plan edits concentrate on simplifying the text, removing redundant policies and adding new policies addressing regional planning policies. More policies do not mean better policies. The Economic Development Element goals and policies listed below include four general changes:

- New – identified new regional or local policy gaps
- Revised – existing policies that can be revised to address policy gaps
- Moved – policies that have been moved from other sections to better flow
- Renumbered – existing policies that were renumbered based on added or deleted policies

The following Economic Development Policies are provided for your review based on recommendations from the Comprehensive Plan / Municipal Code Advisory Group.

**2024 Comprehensive Plan Update
Economic Development Goals and Policies**

REVISED GOAL EDG-1 Promote a self-sustaining economy that equally supports public and private development, diversifies the City's tax base, and provides both employment and consumer shopping opportunities for the region.

~~Promote economic vitality defined as a lively growth-oriented business climate that supports a wide range of private and public investments resulting in development and business activity that diversifies the City's tax base and provides both employment and consumer shopping opportunities for city and unincorporated area residents.~~

EDP 1-1 Develop a toolkit of incentives such as property tax exemptions, density bonuses or public-private partnerships to attract desired uses such as mixed-use development or retail businesses that would not be viable based on current market conditions, but would contribute to the economic vitality of the city.

~~EDP 1-2 Develop incentives for property owners to improve deteriorating facades, signage and the general outside appearance of buildings~~

~~EDP 1-3 Develop marketing tools to advertise recent design improvements and investments in the Downtown and Uptown Centers.~~

NEW POLICY EDP 1-2 Fund the *Storefront Improvement Program* and encourage attractive exterior renovations within the Downtown District and Twin City Mile. [Rewrite of Old EDP 1-2]

MOVED POLICY EDP 1-3 Encourage high quality site and building design with "curb appeal" of new commercial or industrial developments. [Old EDP5-1]

NEW POLICY EDP 1-4 Expand the types professional / office uses permitted in commercial and industrial zones to encourage more living wage jobs.

NEW POLICY EDP 1-5 Determine methods of incorporating historic community identities, including Black and Indigenous People of Color Communities, into the design and economic assets of Stanwood.

MOVED POLICY EDP 1-6 Work with a local bank to provide a revolving or dedicated loan fund to assist in façade, building, and site improvements for local businesses. [Old EDP 8-5]

MOVED POLICY EDP 1-7 Assist in providing public education regarding financing options and programs such as tax-exempt financing for income qualified projects and property tax exemptions for historical renovations of cultural significant buildings.[Old EDP 8-6]

EDG-2 Develop strong community partnerships.

REVISED POLICY EDP 2-1 Encourage ~~civic organizations~~ public and private

partnerships to sponsor and promote public improvement programs, community events, and support implementation of the Downtown Beautification Action Plan.

~~EDP 2-2 Assist in the promotion of community events.~~

~~EDP 2-3 Support participation in the Stanwood Chamber of Commerce and work with the Chamber to promote the City.~~

~~EDP 2-4 Encourage cooperative downtown improvement planning and implementation efforts between the City and private partners and other business organizations.~~

~~EDP 2-5 Coordinate with universities, community colleges, the local Workforce Investment Board, private firms, and other community stakeholders to align research, workforce development, and resources to support targeted industry sectors.~~

~~EDP 2-6 Support expansion of higher education programs to address the educational and training needs of the local workforce.~~

REVISED POLICY EDP 2-2 Support expansion of education programs to enhance the local workforce by coordinating with regional organizations, institutions, businesses, and stakeholders to develop a higher education and employment resource network. [Combined Old EDP 2-5 & 2-6]

NEW POLICY EDP 2-3 Collaborate with nearby tribes to identify culturally significant sites (fishing, hunting, gathering grounds, etc.) that ~~should~~ **shall** be preserved and celebrated.

~~EDP 2-7 Collaborate with private, non-profit, and regional organizations to increase access to and participation in the arts. [Create a New Goal and Policies to Support Arts Within Stanwood – See Goal 10]~~

REVISED EDG-3: Promote a strong, diversified, and sustainable local and regional economy, preserving or enhancing the quality of life in the community while reducing disparities and displacement of underrepresented groups.

EDP 3-1 Identify sectors of the economy within Stanwood where opportunities might exist to create additional jobs and identify potential strategies for attracting employment.

REVISED POLICY EDP 3-2 Provide a supportive business environment for start-up of commercial businesses, light manufacturing, and assembly businesses throughout the City that provide living-wage jobs.

REVISED POLICY EDP 3-3 Strive to create livable wage jobs to promote economic opportunity and sustainability for Stanwood citizens **residents living in the greater Stanwood region.**

NEW POLICY EDP 3-4 Professional Office uses should be encouraged in the industrial zones to balance existing service, retail, and industrial based jobs.

EDP 3-5 Recognize the importance of home-based businesses as a source of new business development.

~~EDP 3-5 Provide incentives to attract new industry.~~

REVISED POLICY EDP 3-6 Encourage and incentivize employment recruitment, expansion, and retention for businesses that provide living wage jobs. [Rewrite of EDP3-5]

EDP 3-7 Encourage businesses and recreational activities that promote tourism.

~~EDP 3-7 Participate or otherwise assist in business sponsored activities to increase local awareness of goods and services available in Stanwood. [Similar to Goal #1 and Policies]~~

~~EDP 3-8 Stimulate public and private financing of improvement projects for immediate and long term objective of revitalization. [Similar to Goal #1 and Policies]~~

~~EDP 3-8 Adopt a strategic plan to protect, enhance, and expand the community's arts and cultural resources and strengthen creative industries.[Moved to New Goal 9]~~

~~EDP 3-9 Provide for financial or logistical support to local arts, festivals, performances, or cultural tourism. [Move to New Goal 9]~~

NEW POLICY EDP 3-8 Conduct a business equity analysis to understand historic reasons for displacement and closure of local businesses and an economic racial equity analysis to understand the specific economic disparities impacting disadvantaged or underrepresented communities by:

- Working with underrepresented groups within the city to develop supportive programs that encourage small business development.
- Developing a business equity strategy to develop policies that address small business and marginalized community displacement.

NEW POLICY EDP 3-9 Collaborate with Snohomish County on appropriate strategies to reduce barriers to business development or economic security based on the results of the equity and economic racial equity analysis.

NEW POLICY EDP 3-10 Support development and networking of women and minorities in business and encourage such businesses to apply for certification from the Washington State Office of Minority and Women's Business Enterprises.

NEW POLICY EDP 3-11 Support Washington State legislative efforts to increase the minimum wage **policies that move people towards a livable wage to reduce economic disparities among frontline workers that are vital to community resiliency.**

NEW POLICY EDP 3-12 ~~Enhance~~ **Improve opportunities **to locate** for childcare facilities or after school care **programs that** to support the workforce **within the community.****

EDG-4 Encourage economic development activities which respect the natural environment and take into consideration the area's natural resources, public services, and facilities.

REVISED POLICY EDP 4-1 Support ~~new commercial and industrial businesses that are resource-based~~ support outdoor recreation and ecotourism by building on the natural amenities present in the community.

EDP 4-2 Consider service and infrastructure implications during business recruitment and address those needs in the Capital Improvement Plan.

REVISED POLICY EDP 4-3 Balance the continued need to protect the natural, culturally significant, and historic features of property with ~~the desire for~~ future growth and development.

NEW POLICY EDP 4-4 Work with businesses, the public, and non-profit representatives to develop environmentally sustainable policies addressing climate change and implementable development incentives.

NOTE: Old Goal 5 and the associated policies related to transportation have been deleted and will be moved to the transportation element of the Comprehensive Plan. The following goals and policies have been renumbered in sequence with the updated numbering system. Example old Goal 6 is now Goal 5.

REVISED GOAL EDG-6 5 Support local business by providing up to date information and Ensure equitable and efficient licensing and permitting procedures.

REVISED POLICY EDP 5-1 Ensure that City licensing and permitting procedures and development regulations are coherent, fair, equitable and expeditious.

EDP 5-2 Coordinate with other government entities to eliminate duplication of efforts where specialized industry requirements call for the inspection by government agencies.

~~EDP 5-3 Encourage active cooperation between the City and local businesses concerning economic development issues, particularly businesses which have specialized infrastructure, building design, transportation, or other needs. [Similar EDP 4-2]~~

~~EDP 5-4 Expedite permits for projects that further Economic Development, while still providing equitable service for all. [Expedited Permitting Is Not Equitable]~~

REVISE GOAL EDG-7 6 Within Commercial Centers, support amenities such as convenient parking, weather protection and public spaces to improve conveniences for shoppers and business owners. Commercial development in the Uptown District and other major shopping complexes should be designed to encourage a pedestrian and family friendly environment mobility for shopping, dining, and leisurely activities.

EDP 6-1 Provide ~~public or private~~ parking that is convenient with safe pedestrian access to entries.

NEW POLICY EDP 6-2 Within commercial **shopping** centers, support amenities such as convenient **and safe** parking, weather protection and public spaces to improve conveniences for shoppers and business owners. [Moved the Goal to a Policy as it Reads Better as a Policy Statement]

~~EDP 6-2 Encourage pedestrian mobility for shopping.~~ [Rewritten as new Goal 6]

EDP 6-3 Large parking lots should be designed to include safe and efficient pedestrian access within the development itself and to public sidewalks, bus stops, schools and adjacent residential neighborhoods.

~~EDP 6-3 Provide and require open spaces for public gathering and resting.~~ [Deleted as New Policy 6-2 Covers the Content]

~~EDP 6-4 Consider the use of awnings and other weather protection.~~ [Deleted as New Policy 6-2 Covers the Content]

EDP 6-4 Support higher density projects within the Uptown Commercial District including mixed use development, townhomes, condominiums, and traditional neighborhood development.

EDP 6-5 Evaluate options to improve pedestrian access and mobility across SR 532 at 72nd Avenue.

EDG-8 7 Enhance the City's historic Downtown Commercial Areas District.

~~EDP 7-1 Develop a marketing plan to encourage appropriate development on vacant and redevelopable parcels.~~ [Unnecessary and Redundant]

~~EDP 7-2 Encourage business retention.~~ [Unnecessary and Redundant]

~~EDP 7-3 Streamline the permit process for developments that are consistent with the Downtown Plan.~~ [Unnecessary and Redundant]

NEW Policy EDP 7-1 Using the adopted Economic Development Plan, Downtown Master Plan, Stanwood Destiny by Design and the Downtown Beautification Action Plan as guidelines, implement the City's economic development vision and strategies.

RENUMBERED EDP 7-2 Pursue economic development grants for projects creating jobs.

~~EDP 7.5 Work with a local bank to provide a revolving or dedicated loan fund to assist in façade, building, and site improvements for local businesses.~~ [New Policy 1-6]

~~EDP 7.6 Assist in providing public education regarding programs such as tax-exempt financing for income-qualified projects and property tax exemptions for historical renovations.~~ [New Policy 1-7]

RENUMBERED AND REVISED EDP 7-3 ~~Ensure~~ Adopt city codes that require desired support desired improvements and downtown aesthetics such as street planters, façade and sidewalk improvements.

~~As funding allows, use street trees, planting strips, sidewalks, banners and other infrastructure and amenity investments to establish a unifying urban character within the downtown.~~

RENUMBERED EDP 7-4 Seek opportunities to use public facilities, parks, and open spaces to attract users into the downtown and promote economic activity by creating attractive and dynamic multi-use places. As funding allows, the following elements should be considered when unifying downtown's character: street trees, planting strips, sidewalks, banners, decorative streetlights, and other infrastructure. [Combined Old EDP Policies 8.8 and 8.9]

RENUMBERED AND REVISED EDP 7-5 Work with regional transit agencies to ensure that bus routes serve downtown and Stanwood Station ~~as a jumping-off point for further exploration.~~

~~Create an interconnected grid street system that gives public access to the interior of large parcels. [Unnecessary; Downtown is on a Grid System]~~

RENUMBERED AND REVISED EDP 7-6 Encourage additional residential development within walking distance (up to a ½ mile) of the downtown commercial area.

~~Create incentives for new development and redevelopment that fills in the gap between the east and west commercial centers. [Unnecessary; Addressed in New Policy 7-8]~~

NEW POLICY EDP 7-7 Ensure new and infill developments adhere to the design guidelines adopted in the City's long-range plans, including but not limited to the Economic Development Plan, Downtown Master Plan, Destiny by Design Plan and City Beautification Action Plan.

NEW POLICY EDP 7-8 Revitalize the downtown and uptown districts to have a healthy diversity of uses including mixed use residential, civic, and local businesses that tied together through thoughtful, uniform urban design.

EDG-9 8 Strengthen Stanwood's concentration of "green" businesses and its reputation as an environmentally friendly community.

EDP 8-1 Engage in business recruitment efforts that serve the agricultural, cottage, and food-service industry.

EDP 8-2 Develop relationships with potential partners in the emerging clean technology sector.

EDP 8-3 Preserve farmland around Stanwood and enhance agricultural economic activity in the region.

REVISED POLICY EDP 8-4 Continue to support local farmer's market that specializes in local food products.

~~EDP 8-5 Identify opportunities to reduce city resource consumption and waste production.~~[Combined with Revised EDP 8.5]

RENUMBERED AND REVISED POLICY EDP 8-5 Develop a climate change action plan and sustainability strategy to reduce waste consumption and encourage environmentally sound practices as a city and among local residents and businesses.

EDP 8-6 Use new public facilities as demonstration projects as sustainable building practices and to support the market for locally produced clean technologies and other products.

~~EDP 8-7 Encourage all businesses Use planned community marketing efforts to promote socially and environmentally responsible practices into their operations a green image and business climate supportive of agricultural and environmental firms.~~

NEW POLICY 8-8 Identify restrictive municipal codes that may prevent development of emerging industries, technologies, and services that promote environmental sustainability, especially addressing climate change and resilience from entering the city.

NEW GOAL EDG 9 SUPPORT AND PROMOTE THE ARTS WITHIN THE GREATER STANWOOD COMMUNITY REGION.

NEW POLICY EDP 9-1 Collaborate with private and non-profit organizations to identify and support funding opportunities for arts and cultural institutions, programming, and education that increase access to and participation in the arts. [Revision and Addition to Old EDP 2-7]

MOVED POLICY EDP 9-2 Adopt a strategic plan to protect, enhance, and expand the community's arts and cultural resources and strengthen creative industries. [Old EDP 3-9]

MOVED POLICY EDP 9-3 Provide for financial or logistical support to local arts, festivals, performances, or cultural tourism. [Old EDP 3-10]

NEW POLICY EDP 9-4 Encourage the creative use of public art and spaces throughout the community by including funding for artistic elements in capital improvement projects that improve the attractiveness of the streetscape.



2024 COMPREHENSIVE PLAN

ECONOMIC DEVELOPMENT ELEMENT POLICIES

Committee / Group: Comprehensive Plan / Municipal Code Advisory Group
Date: November 30, 2022

Policy Number	Policy	Committee Comment	Proposed Policy Amendments
EDP 3.4	Recognize the importance of home-based businesses as a source of new business development.	Create an interpretive guide to help clarify state business license rules and requirements	Business licenses are addressed in SMC Title 5. Updates to this Title are planned with the Municipal Code project to address implementation concerns. Staff recommends no changes to the policy.
EDP 3.11	Enhance opportunities for childcare or after school care to support the workforce.	Faith groups / places of worship often provide childcare facilities. Should the policy directly mention or encourage faith-based groups or places of worship as encouraged childcare providers.	All forms of childcare facilities should be encouraged. Staff recommends keeping the policy broad so that the policy supports any group or individual who would like to provide childcare. The policy is proposed to be revised as follows: <u>Enhance Improve opportunities to locate for childcare facilities or after school care programs that to support the workforce within the community.</u>
EDP 3.10	Support Washington State Legislative efforts to increase the minimum wage to reduce economic disparities among frontline workers that are vital to community resiliency.	Mixed concerns if the City should or should not be actively involved in setting policy or regulations regarding issues around businesses providing minimum wage to workers. General discussion was more supportive of “living wage” as opposed to “minimum wage”.	Staff recommends keeping and amending the policy so that if the state legislature provides incentives or grants to cities that support such policies that the City can be eligible for such opportunities. The following amended policy is proposed: <u>Support Washington State legislative efforts to increase the minimum wage policies that move people towards a livable wage to reduce economic disparities among</u>

Policy Number	Policy	Committee Comment	Proposed Policy Amendments
			<u>frontline workers that are vital to community resiliency.</u>
EDP 2.3	Collaborate with nearby tribes to identify culturally significant sites (fishing, hunting, gathering grounds, etc.) that should be preserved and celebrated.	Change policy from “should” to “shall”	Policy has been revised per comment. <u>Collaborate with nearby tribes to identify culturally significant sites (fishing, hunting, gathering grounds, etc.) that should shall be preserved and celebrated.</u>
EDP 4.4	Work with businesses, the public, and non-profit representatives to develop environmentally sustainable policies addressing climate change and implementable development incentives.	Support “implementable” language	Noted; no changes are proposed
EDP 1.2	Fund the <i>Storefront Improvement Program</i> and encourage attractive exterior renovations within the Downtown District and Twin City Mile.	Consider changing the policy to include language requiring common design and development themes in the program to ensure compatibility with the Twin City Mile vision.	Staff recommends that the design standards be listed in the program documents which will be adopted by Council resolution. This allows the policy to remain broad enough to incorporate changes over time if needed. No changes to the policy are proposed.
EDP 3.3	Strive to create livable wage jobs to promote economic opportunity and sustainability for Stanwood citizens. Professional office uses should be encouraged to balance existing	The policy should refer to the larger community, not just Stanwood. Reference to “professional offices” in the same policy as “livable wage jobs” infers that only professional office jobs provide livable wage jobs.	This policy has been split into two separate and distinct policies. The remaining policies under Goal 3 will be renumbered accordingly. Strive to create <u>livable wage jobs</u> to promote economic opportunity <u>and sustainability</u> for Stanwood citizens <u>residents living in the greater Stanwood region.</u>

Policy Number	Policy	Committee Comment	Proposed Policy Amendments
	service, retail, and industrial based jobs.		and <u>Professional Office uses should be encouraged in the industrial zones to balance existing service, retail, and industrial based jobs.</u>
EDP 7.6	Encourage additional residential development within walking distance of the downtown commercial area.	Define “walking distance”	“Walking Distance” is generally referred to as ¼ to ½ mile. Policy has been amended to reflect this. Encourage additional residential development within walking distance (up to a ½ mile) of the downtown commercial area. Municipal Code currently has multiple different definitions of “walking distance”. We will want to standardize and unify what “walking distance” means in the code update. Code standards are 1,200 feet (17.95.460.(8) and 17), a quarter mile (17.45.055.(3)), and 2,000 feet (17.147.050.(3)). This comp plan policy change allows for standardization of walking distance.
EDP 6.2	Within Commercial Centers, support amenities such as convenient parking, weather protection and public spaces to improve conveniences for shoppers and business owners.	Strengthen the policy to include “safe” parking, otherwise some people may be discouraged from shopping in the downtown.	Language revised as follows: <u>Within Commercial Centers, support amenities such as convenient and safe parking, weather protection and public spaces to improve conveniences for shoppers and business owners.</u>
EDP 8.7	Use planned community marketing efforts to promote a green image and business climate supportive of agricultural and	“City should add language to one or more policies to focus economic development efforts on those with low and very low access to opportunity” – can we make this more inclusive? Likes language of MPP EC 8 and MP EC 12	These policies address different issues. Policy 8.7 has been merged with MPP EC 8 to address environmental concerns. See changes to policy 8.7 below.

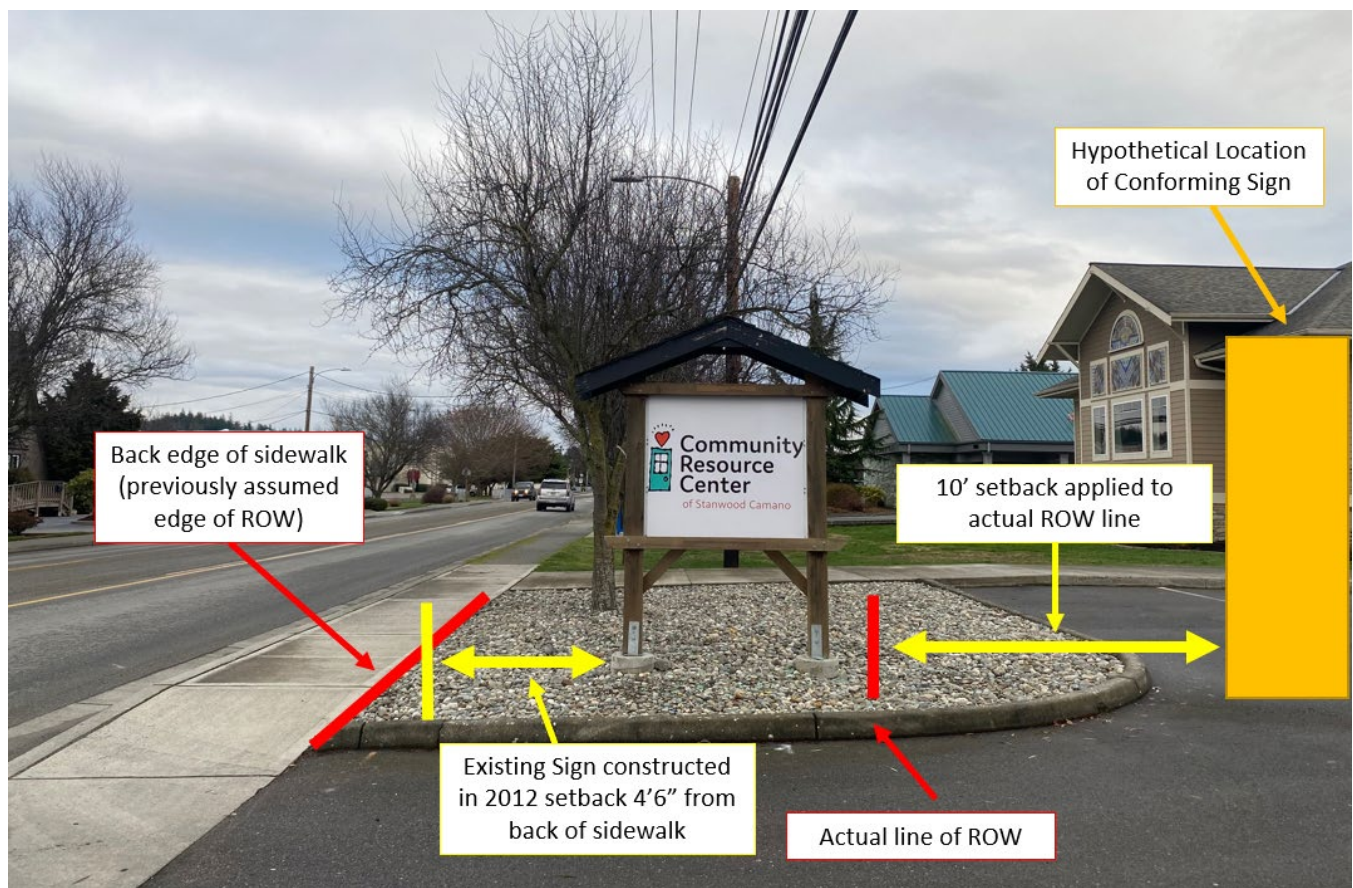
Policy Number	Policy	Committee Comment	Proposed Policy Amendments
	environmental firms.		<u>EDP 8-7 Encourage all businesses</u> Use planned community marketing efforts to promote socially and environmentally responsible practices into their operations a green image and business climate supportive of agricultural and environmental firms Comments regarding access to economic development for those with limited opportunities addressed in Policy 3-8. This policy requires an evaluation of disparities, income impacts, displacement, and mitigation opportunities.
Policy Matrix: EDP 5.2	Create incentives for amenities such as exercise facilities, showers, bicycle parking, carpool parking and shelters at bus stops.	Have developers ever asked about these incentives?	Policy matrix EDG 5 and the associated policies related to transportation have been deleted and will be addressed in the Transportation Element of the Comprehensive Plan.
Policy Matrix: ED-18	Jurisdictions should identify the potential for physical, economic, and cultural displacement of existing locally owned, small businesses as a result of development or redevelopment and market pressure. Jurisdictions should consider a range of mitigation strategies to mitigate the impacts of displacement to the extent feasible.	Does not address displaced residents	Residential displacement will be addressed in Housing and Land use Element.

Policy Number	Policy	Committee Comment	Proposed Policy Amendments
Other General Comment		Living wage jobs are not only professional jobs, but they also include trades, restaurant and service jobs. Ensure policies reflect all jobs, not just “professional jobs”.	Noted and future land use and housing policies will be viewed through this lens.
Other General Comment		Transit is not always available during working hours for non-9-5 jobs such as restaurant, health care or service jobs.	Noted and consider how this may affect the Transportation and Capital Facilities Elements.
Other General Comment		Policies should support the desire of people to live and work within Stanwood and make a livable wage.	Noted; Economic Development Policies have been revised to reflect all forms of jobs, not just professional jobs. This concept will also be used to help guide the land use and housing policies.
Other General Comment		Ensure that policies support safe walking: sidewalks and trails. Quality of pedestrian amenities should also be considered (ex. broken down sidewalks that are not accessible for residents)	This will be addressed in the Transportation Element
Other General Comment		The Advisory Group would like more information regarding live-work units and how they could work in Stanwood.	Staff will provide at the next AG meeting in January. Staff will consult with Master Builders for live-work standards.
Other General Comment		Try to add links between the Comprehensive Plan and the implementing Municipal Code sections.	Staff and the consultant will investigate if / how links can be added.
Other General Comment		When updating the Municipal Code, consider how living-wage jobs are reflected in the permitted use matrix of the code.	Noted and will be reviewed with the “Unified Code” update of the Municipal Code Update Project.

Nonconforming Signage Emergency Ordinance

The City has spent the last 20 years planning for the future of Stanwood and emphasizing the importance of economic development and business survival. Chapter 17.110 is the sign code for the City of Stanwood. This Chapter will be reviewed and updated during the Unified Development Code portion of the 2024 Municipal Code Update. Staff is proposing that the Council allow repair and maintenance of existing, nonconforming signs through the use of interim regulations. This emergency ordinance will allow Stanwood's business owners to make repairs to and maintain their existing signs from winter storm damage in a timely manner without having to wait for the Unified Development Code portion of the Code Update.

City Staff recently received the completed survey of the Twin City Mile. Up until this survey was complete, the City did not know where the Right-of-Way boundaries were. Due to not knowing where the Right-of-Way line was, in the past city officials told business owners to construct their signs setback inward from the back of the sidewalk. Business owners adhered to instruction from city staff and there are at least ten individual business signs that were permitted and constructed using the back of sidewalk as the right-of-way line. Now that staff is aware of where the actual Right-of-Way line is, many of these existing signs have been revealed to be constructed within city right of way. Under the existing sign code, any signs constructed in city right-of-way are required to be removed regardless if they were originally permitted. City Staff proposes amending the nonconforming sign section to allow maintenance and repair of legally existing nonconforming signs located in public right-of-way so long as the sign is not located in an area of vehicular travel.



2022 Year In Review

At the beginning of each year, staff presents to the Community Development Committee a year in review summary of the work accomplished and a preview of the upcoming work plan. The Community Development Committee work plan is established based on state mandated requirements, the preceding years Docket items, and city priorities.

The Community Development Committee is an advisory commission to the City Council. Their responsibilities include making recommendations to the City Council on Comprehensive Plan Amendments and Zoning Regulations / Municipal Code Amendments. In addition, the Community Development Committee provides a forum for public review of development projects outside of the formal public hearing process.

During the 2021 / 2022 biennial budget years, the Community Development Departments workload included:

Parks:

- Staffed the Park and Trails Advisory Committee (PTAC)
- Adopted the Church Creek Master Plan
- Obtained a grant and prepared design plans for the Stanwood Port Susan Trail
- Negotiated an agreement with PUD regarding tree replacement at Heritage Park for the Power Line Upgrade project
- Prepared and implemented the Park and Recreation Feasibility Study
- Purchased the Downtown Park and began site cleanup work

Long Range Planning:

- Staffed the Planning Commission
- Updated the Stanwood Municipal Code Permitted Use Matrix
- Updated the Park Impact Fee and Impact Fee Regulations
- Began the 2024 Comprehensive Plan update
- Began the Stanwood Municipal Code Update project
- Received a grant and prepared the Housing Needs Assessment
- Established and staffed the Comprehensive Plan / Municipal Code Advisory Group
- Prepared the 68th Avenue and 80th Avenue traffic studies
- Updated the North County Regional Fire Authority Interlocal Agreement
- Managed the City Hall / Police Station project
- Participated on the SR 532 Existing Conditions Study group with WSDOT

Economic Development/City Beautification:

- Staffed the Economic Development Board
- Implemented a new City banner program
- Installed 6 new banner poles in downtown (w/ Public Works)
- Installed wayfinding landscaping and community group signage at 72nd Avenue
- Entered into a partnership with the Stanwood Camano Arts Advocacy Commission
- Updated the Farmers Market Lease Agreement
- Established the Twin City Mile project concepts and staffed Steering Committee
- Designed the 88th Avenue Arch
- Prepared the first draft of the Storefront Improvement Program
- Staffed, processed, and managed approximately 20 special events

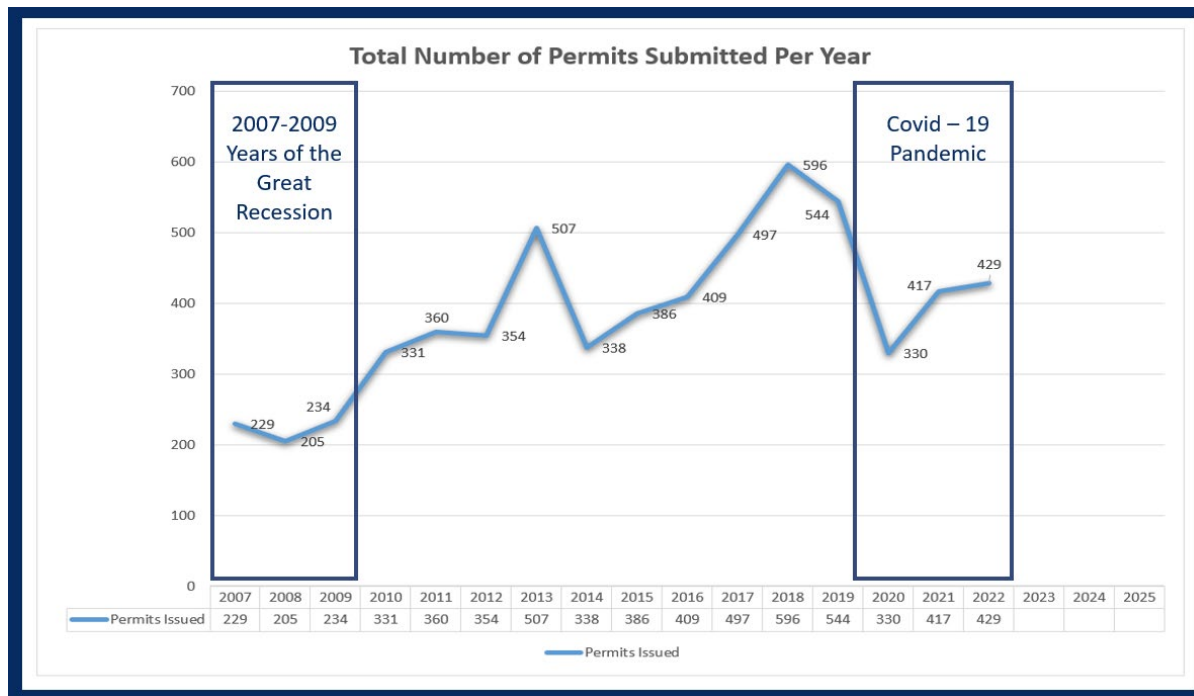
- Supported business ribbon cutting events

Current Planning:

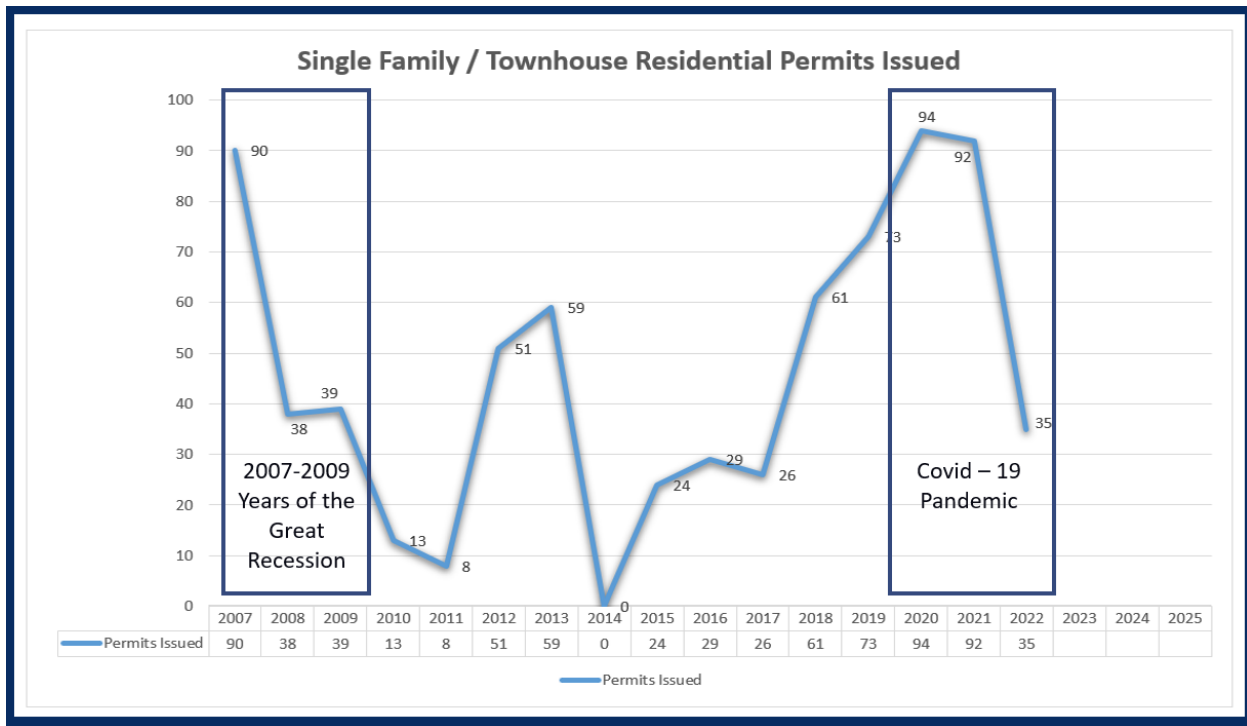
- Processed two final plat applications
- Processed two preliminary plat applications
- Processed the Kottsick Annexation
- Over the last two years the City has grown by 127 new single family and attached single family (townhouse) units and 161 multifamily units

Permit Activity Review:

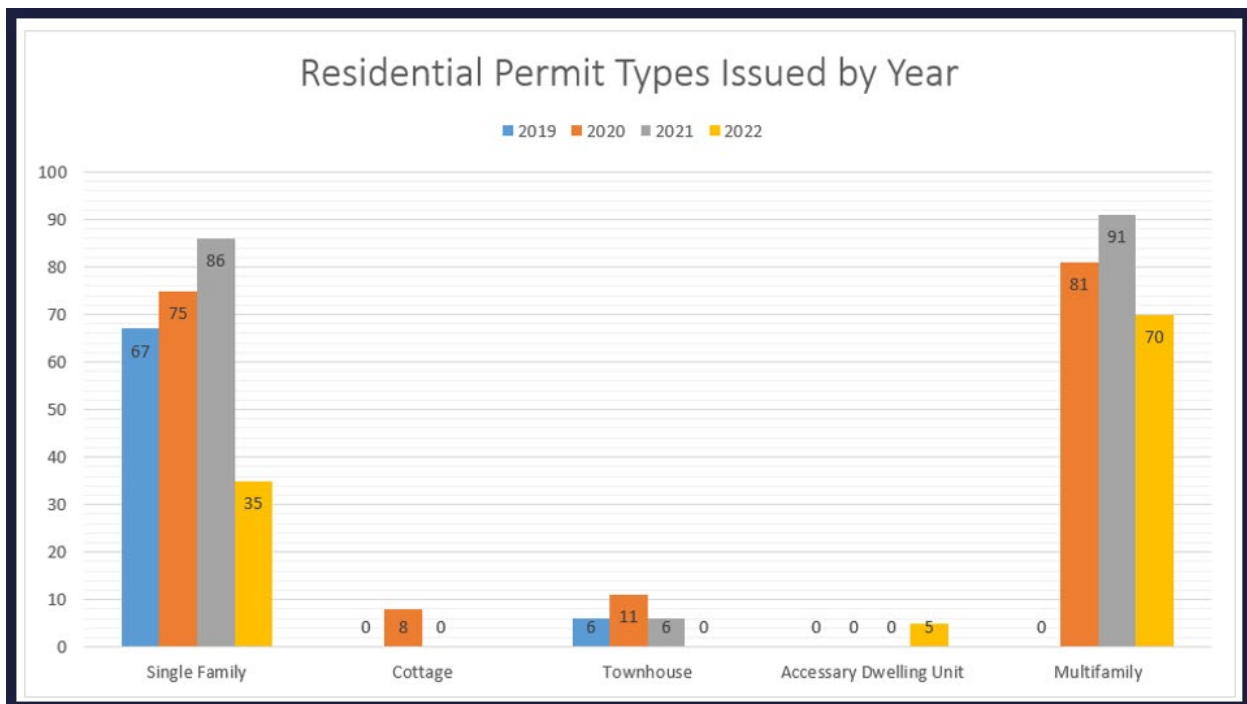
The number of permits submitted per year reflects the Community Development Departments workload: each permit submitted is processed and reviewed by city planners, the building official and / or the City engineering team. The average number of permits submitted over the last 5-years is 463, with 2018 being the peak year at 596 permits and 2020, the first full year of the Covid-19 pandemic, being the lowest permit activity year at 330 permits. 2021 and 2022 were similar with 417 and 429 permits submitted per year.



The City also tracks the number of residential permits issued per year. Submitted and issued permits are not the same number as several permits cross over years between when they are submitted and when they are issued. 2022 had a significant decrease in the number of residential permits issued due to the lack of platted and available residential lots. 2023 will be a better reflection on the state of the economy as there are currently 263 lots in approved subdivisions or pending subdivision approval. There is also one large multi-family / mixed use application in the permit stage.



Residential units by type is another measurement of the City's growth and is used to track if the City is growing per the Comprehensive Plan growth targets. The following table shows the number of residential units by type issued over the last four years.



The following table represents the types of permits submitted by year.

- **Building Permits:** the city receives around 238 building permits per year – based on a 6-year average. In 2022 the city received slightly higher than the average. The most common building permit types fell into three categories: mechanical permits, single family residential permits, and plumbing / renovation / commercial permits.
- **Land Use Permits:** the city receives around 44 land use permits per year; floodplain permits are the most common requested land use permit.
- **Engineering Permits:** the City receives on average 65 engineering permits per year; right-of-way permits are the most common requested engineering permit.

