



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 3c
DATE: November 21, 2016
SUBJECT: Community Development Report – October 2016
CONTACT PERSON: Devin Tokizawa, Administrative Assistant
ATTACHMENTS: A – October 2016 CD Report

SUMMARY STATEMENT

The October 2016 Community Development Report is attached.



MEMORANDUM

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

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Mayor Kelley and the Members of the City Council
FROM: Ryan C. Larsen, Community Development Director
SUBJECT: October 2016 (Monthly Report)
DATE: November 21, 2016

This report covers building/planning/economic development and code enforcement activity from October 1 to October 31, 2016. We are providing a summary of fees received during these months. Revenues (**Attachment 1 Monthly Financial Report 2016**) in October totaled \$6,189.69 compared with \$167,841.35 in September. The difference in revenue from September to October is due to a significant amount of building, mitigation and land use fees received in September. Front desk customers served in October were approximately 40 while staff served approximately 55 customers in September. One general information meeting was held in October compared with one in September.

The data summarized in this report shows that the total permits in October, including building and land use, equaled 31 compared with 27 in September. These 31 permits consist mainly of: Mechanical (4), Plumbing (4), Commercial Building (3), Special Event (3) (**Attachment 2 Permit Tally by Month 2016**).

As of October 31, 2016, the total number of permits this year is 360. That is fewer permits than the Department saw from January to October in 2015 which totaled 390. The bulk of 2015 permits which totaled 433 for the year were Signs (52 *includes A-boards, but not temporary signs which totaled 21), Home Occupation (34), Commercial Certificate of Occupancy (34), Mechanical (31), Commercial Building (29), and Single-Family Homes (24) (**Attachment 3 Permit Tally by Month 2015**).

New businesses known to have opened in October are (this includes home businesses): TL Stanwood, a real estate holding company, located at 9520 271st St NW and T-Mobile located at 7200 267th St, Suite 102. Home businesses opened are: Eagle Eye Plumbing LLC, NW Stump Grinding and Small Tractor Work and Platinum Dressing.

Land Use and Planning within the Department continues to be busy with the following major projects in progress (**Attachment 4 Iworq Permits**):

- Port Susan Marketplace: In 2017 the hole in front of Petco and the Grocery Outlet may be filled in anticipation of a building permit submittal.
- Housing Developments: Jasper Junction and Sundance Estates continue to build out.
- Annexations: The Schmakeit Annexation is at the 60% petition stage. It is anticipated that the applicant will be submitting the 60% petition prior to the end of this year.
- Mineral Point: A 69 lot subdivision has begun construction. They have started to install the culvert and road access into the site and will soon begin construction of the on-site detention pond.

There were eight code enforcement cases in October compared to 15 cases in September. (**Attachment 5 Code Enforcement Cases**).

If you have any questions about any of the information presented please contact me.

Monthly Financial Report 2016

Month	January	February	March	April	May	June	July	August	September	October	Total
Building **	\$8,819.70	\$6,544.05	\$1,083.50	\$14,687.00	\$7,791.19	\$3,465.90	\$8,891.00	\$7,457.20	\$17,314.94	\$3,488.95	\$79,543.43
Demolition	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$400.00
Drainage hook ups	\$800.00	\$200.00	\$0.00	\$1,200.00	\$600.00	\$200.00	\$600.00	\$200.00	\$1,000.00	\$0.00	\$4,800.00
Grading	\$0.00	\$0.00	\$0.00	\$37.00	\$0.00	\$0.00	\$23.50	\$0.00	\$391.00	\$0.00	\$451.50
Plumbing	\$1,066.50	\$230.00	\$142.20	\$1,169.75	\$625.00	\$295.00	\$5,777.55	\$587.75	\$1,814.50	\$35.00	\$11,743.25
Land Use**	\$500.00	\$0.00	\$0.00	\$1,436.25	\$1,062.50	\$0.00	\$1,520.00	\$3,037.50	\$40,987.24	\$0.00	\$48,543.49
Mechanical	\$1,211.25	\$185.00	\$375.70	\$2,585.55	\$820.00	\$690.00	\$1,484.30	\$1,485.30	\$1,430.50	\$663.82	\$10,931.42
Mitigation fees	\$76,774.92	\$19,492.93	\$8,936.62	\$98,268.33	\$59,298.16	\$19,492.73	\$67,286.69	\$33,890.46	\$97,463.65	\$0.00	\$480,904.49
Plan check fees	\$7,139.54	\$4,355.61	\$6,241.32	\$13,549.35	\$6,130.54	\$2,465.54	\$4,987.50	\$12,162.51	\$1,154.02	\$1,351.35	\$59,537.28
Right of way	\$0.00	\$200.00	\$0.00	\$367.50	\$600.00	\$0.00	\$0.00	\$400.00	\$100.00	\$100.00	\$1,767.50
Sewer	\$2,000.00	\$500.00	\$0.00	\$3,000.00	\$1,500.00	\$500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$0.00	\$11,000.00
Signs	\$315.00	\$290.00	\$15.00	\$494.15	\$345.00	\$230.00	\$520.00	\$520.00	\$20.00	\$100.00	\$2,849.15
Sp. Event/Temp use	\$0.00	\$101.25	\$50.00	\$425.00	\$125.00	\$0.00	\$50.00	\$0.00	\$0.00	\$100.00	\$851.25
Water	\$2,400.00	\$600.00	\$600.00	\$2,400.00	\$1,800.00	\$600.00	\$1,800.00	\$3,800.00	\$3,000.00	\$0.00	\$17,000.00
3% tech fee	\$546.81	\$352.56	\$72.94	\$1,256.64	\$669.59	\$202.86	\$765.71	\$585.92	\$2,165.50	\$150.57	\$6,769.10
Total:	\$101,573.72	\$33,051.40	\$17,517.28	\$140,876.52	\$81,566.98	\$28,142.03	\$95,206.25	\$65,126.64	\$167,841.35	\$6,189.69	\$737,091.86

** Land Use includes, Binding Site Plan, Boundary Line adj, sepa, short plat, site development, final plat

** Building includes, comerial, single family homes, remodels, certificate of occupancies

Permit tally by month 2016

Month	January	February	March	April	May	June	July	August	September	October	total
A-Board Signs	1	0	1	0	0	1	1	2	1	0	7
Admin. Int.	0	0	0	0	0	0	0	1	0	0	1
Annexation	0	0	0	1	0	0	0	0	0	0	1
Banners	0	1	0	1	0	2	1	0	0	2	7
Binding site plan	0	0	0	0	0	0	0	0	0	0	0
Boundary Line adj	0	0	0	0	1	0	0	1	1	0	3
Commercial C of O	3	4	5	6	1	2	1	3	1	2	28
Commercial Building	2	4	6	1	3	2	2	2	1	3	26
Comp Plan	0	0	0	0	0	0	0	0	1	1	2
Conditional Use	0	0	0	0	0	0	1	0	0	0	1
Critical Areas	1	0	0	0	0	0	2	0	0	0	3
Demolition	0	0	0	0	1	0	0	0	0	1	2
Encroachment	0	0	0	0	2	0	0	0	0	0	2
Feather Banner	0	1	0	1	0	1	0	1	0	0	4
Final Plat	0	0	0	0	0	0	0	0	0	0	0
Flood Plain	1	0	3	3	3	1	0	0	1	2	14
Forest Practices	0	0	0	0	0	0	0	0	0	0	0
Gen. Info meetings	1	2	3	2	3	2	1	5	1	0	20
Grading	0	0	0	1	0	0	1	1	0	0	3
Home Occupation	5	3	4	2	4	2	0	4	5	3	32
Mechanical	4	0	9	3	6	10	0	8	3	4	47
Multi-family	0	0	0	0	0	0	0	0	0	1	1
Pennants	0	0	0	0	0	0	0	0	0	0	0
Plumbing	2	1	4	1	3	5	2	1	3	4	26
Pre-App	0	0	0	0	0	0	0	0	0	0	0
Prelim. Plat	0	0	0	0	0	0	0	0	0	0	0
Remodels	0	3	0	4	3	2	2	3	2	2	21
Right of Way	0	2	1	1	0	1	0	4	3	1	13
Roofs	0	0	1	4	0	1	2	0	2	1	11
Sepa	0	0	0	0	0	0	1	1	0	0	2
Shoreline	0	0	0	0	0	0	0	0	0	0	0
Short Plat	0	0	0	0	0	0	0	0	0	0	0
Single family homes	5	1	4	6	0	1	0	8	0	0	25
Signs	4	2	2	6	2	2	2	5	2	1	28
Site Development	0	0	0	0	0	1	1	1	0	0	3
Special Events	0	1	3	6	1	1	0	0	0	3	15
Street Vac.	0	0	0	0	0	0	0	0	0	0	0
Temporary Signs	1	0	1	0	0	1	1	1	0	0	5
Temporary Use	0	0	2	1	0	0	0	0	0	0	3
Utility	0	0	1	0	0	0	0	0	0	0	1
Variances	1	0	1	0	0	0	0	0	0	0	2
Zoning	0	0	0	0	0	1	0	0	0	0	1
Total:	31	25	51	50	33	39	21	52	27	31	360

ATTACHMENT 3

Permit tally by month 2015												
Month	January	February	March	April	May	June	JULY	AUGUST	September	October	November	December
A-Board Signs	0	3	1	0	2	2	7	1	2	2	1	0
Admin. Int.	0	0	0	0	0	0	1	0	0	1	0	0
Annexation	0	0	0	0	0	0	0	0	1	1	0	0
Banners	1	2	1	0	1	1	0	0	0	0	0	0
Binding site plan	0	0	0	0	0	0	0	0	0	0	0	0
Boundary Line adj	0	0	0	1	0	1	1	0	0	0	1	0
Commercial C of O	2	2	4	3	2	2	2	4	5	4	3	1
Commercial Building	4	3	1	1	3	3	1	3	2	2	1	5
Comp Plan	0	0	0	0	0	0	1	0	0	2	0	0
Conditional Use	0	0	0	0	0	0	0	0	0	0	0	0
Critical Areas	0	0	0	0	0	0	0	0	0	0	0	0
Demolition	0	0	0	1	0	1	2	0	1	0	0	0
Encroachment	0	0	0	0	0	0	0	0	2	0	0	0
Feather Banner	na	2	1	1	2	0						
Final Plat	0	2	0	0	0	0	1	0	0	0	0	0
Flood Plain	3	4	0	1	2	2	1	3	2	8	1	0
Forest Practices	0	0	0	0	0	0	0	0	0	0	0	0
Gen. Info meetings	1	4	3	0	0	2	1	0	2	0	0	0
Grading	1	0	1	0	0	0	2	0	1	0	0	0
Home Occupation	3	6	4	4	1	4	6	3	1	1	1	0
Mechanical	2	4	2	6	1	2	3	2	3	3	1	2
Multi-family	0	0	0	0	0	0	0	4	0	0	2	0
Pennants	0	0	0	0	0	0	0	0	0	0	0	0
Plumbing	2	2	3	0	0	4	3	1	2	1	0	1
Pre-App	0	0	0	0	0	0	0	0	0	0	0	0
Prelim. Plat	0	0	0	0	0	0	0	0	0	0	0	0
Remodels	2	0	2	2	4	2	2	3	0	1	1	0
Right of Way	1	1	1	2	2	0	2	2	4	0	1	0
Roofs	0	1	0	0	2	2	0	1	0	1	0	0
Sepa	1	0	0	0	2	1	2	0	0	0	1	3
Shoreline	0	1	0	0	0	0	0	0	0	0	0	1
Short Plat	0	0	0	0	0	0	0	0	0	0	0	0
Single family homes	0	0	0	0	9	0	5	3	0	1	5	1
Signs	2	4	4	2	1	3	3	2	3	2	3	2
Site Development	0	0	1	0	1	1	1	0	0	0	0	1
Special Events	0	1	1	2	3	5	1	0	0	0	1	0
Street Vac.	0	0	0	0	0	0	0	0	0	0	0	0
Temporary Signs	0	1	5	0	4	3	0	3	1	3	1	0
Temporary Use	1	1	1	0	2	1	0	0	0	0	0	0
Utility	0	1	0	1	0	0	1	0	1	1	0	0
Variances	0	0	0	0	0	0	0	1	0	0	0	0
Zoning	0	0	0	0	3	0	2	0	0	1	0	0
Total:	26	43	35	26	45	42	51	38	42	42	26	17



ATTACHMENT 4

Permit View	Inspection Dashboard	Plan Review	Contractors	Employees	Property	Fields/Codes	Reports	Open Map
Main	Advanced Search	Open Saved Search	Permit Templates	New Permit Beta	New Permit			

Advanced Search Results											Tools
Advanced Search Results											Select View
<input checked="" type="checkbox"/>	Permit #	Date	Permit Type	Proposed Use	Applicant Business Name	Applicant Name	Site Address	Status	Date Issued	Date Completed	
<input checked="" type="checkbox"/>	20160386	10/31/2016	Building Permit	remodel multi-family home, remove damaged items		Roberta Robertson	9827 270th St. NW, Stanwood	Approved/issued	11/1/2016		Edit/View
<input checked="" type="checkbox"/>	20160385	10/31/2016	Floodplain Development	Veterans memorial approx. 40' x 42' Brickwall-20' concrete/brick circle	Stanwood Historical Society	Bill Keller	27130 102nd Ave NW	processing			Edit/View
<input checked="" type="checkbox"/>	20160384	10/31/2016	Building Permit	Veterans memorial approx. 40' x 42' Brickwall-20' concrete/brick circle	Stanwood Historical Society	Bill Keller	27130 102nd Ave NW	payment pending			Edit/View
<input checked="" type="checkbox"/>	20160383	10/31/2016	Roofing	remove & replace torch down roof	Precedence Properties	Jerry Gilbertson	8728 271st st nw	Approved/issued	10/31/2016		Edit/View
<input checked="" type="checkbox"/>	20160381	10/28/2016	Home Business	home business	Eagle Eye Plumbing, LLC		27334 Church Creek Loop NW	Complete	11/3/2016	11/3/2016	Edit/View
<input checked="" type="checkbox"/>	20160380	10/27/2016	Building Permit	Teriyaki Restaurant in existing building/tenant improvement	Stanwood Teriyaki	Helen Yang	9730 SR 532	processing			Edit/View
<input checked="" type="checkbox"/>	20160379	10/26/2016	Mechanical	New HVAC unit (replacing old one)	Ixtapa	Stilly Mechanical	9200 271st St NW, Stanwood	processing			Edit/View
<input checked="" type="checkbox"/>	20160378	10/24/2016	Plumbing	water, sewer. drainage for new restrooms at Church Creek Park	City of Stanwood	Church Creek Park	27116 72nd Ave	Approved/Issued	10/25/2016		Edit/View
<input checked="" type="checkbox"/>	20160377	10/21/2016	Right of Way	a construction fence will be placed on the outside of all parallel street parking spots that boarder the site to allow for parking of construction vehicles. 102nd DR NW will need to be blocked off between SR 532 & 270th so that a crane can park in the road to lift concrete tilt panels into place.	D & D	Designs NW	10219 269th PL NW	Approved/issued	10/28/2016		Edit/View
<input checked="" type="checkbox"/>	20160376	10/20/2016	Home Business	home business/stump grinding & small tractor work/landscaping	NW Stump Grinding And Small Tractor Work	Jason Casey	27602 74th Ave NW, Stanwood	Complete		11/3/2016	Edit/View
<input checked="" type="checkbox"/>	20160375	10/19/2016	Home Business	Training, showing, selling, giving lessons and breeding horses/home business	Platinum Dressage	Jonathon Keimig	27316 Village Pl, Stanwood, WA 98292	Complete	11/1/2016	11/1/2016	Edit/View
<input checked="" type="checkbox"/>	20160374	10/18/2016	Banner	banner for Light up your Holidays 2016	Light up your Holidays	Ellen Hyatt	26921 88th St. NW	information needed from client			Edit/View
<input checked="" type="checkbox"/>	20160373	10/18/2016	Floodplain Development	convert shower room into a toilet room, add a door between classrooms	Stanwood Elementary	Gary Platt	10227 273rd PL NW, Stanwood, WA 98292	Complete	10/20/2016	10/20/2016	Edit/View

Save Selected
Edit Selected
Multiple Letter Creation
Preferences
Print Information

<input checked="" type="checkbox"/>	20160372	10/17/2016	Building Permit	convert shower room into a toilet room, add a door between classrooms	Stanwood Elementary	Gary Platt	10227 273rd PL NW, Stanwood, WA 98292	processing			Edit/View
<input checked="" type="checkbox"/>	20160371	10/17/2016	Mechanical	Install Gas Stove & Piping		Tim Murphy	28020 68th Ave NW	Complete	10/17/2016	10/27/2016	Edit/View
<input checked="" type="checkbox"/>	20160370	10/12/2016	Plumbing	install water heater		Talkington, Linda	27925 73rd Ave NW, Stanwood	Complete	10/13/2016	11/1/2016	Edit/View
<input checked="" type="checkbox"/>	20160369	10/12/2016	Certificate of Occupancy	new business	T Mobile	Michael Wallitner	7200 267th St NW, Ste.102	processing			Edit/View
<input checked="" type="checkbox"/>	20160368	10/10/2016	Building Permit	installation of a re-cast restroom unit, will need water sewer & electrical	City of Stanwood	Church Creek Park	27116 72nd Ave	Approved/issued	11/1/2016		Edit/View
<input checked="" type="checkbox"/>	20160367	10/10/2016	Banner	Banner for Art by the Bay July 7,8,9, 2017	Art By the Bay	Sally Pray	26921 88th	processing			Edit/View
<input checked="" type="checkbox"/>	20160366	10/10/2016	Special Event	Turkey Fun Run, 11/24/2016	2016 Turkey Fun Run	Stanwood High School Wrestling Team	7600 272nd St. NW	Approved/issued	11/8/2016		Edit/View
<input checked="" type="checkbox"/>	20160365	10/7/2016	Demolition	demo 1.medium barn,2. Partially Collapsed barn, 3.Milk processing building, 4..wooden shop, 5.wooden animal stalls,6. small wood shed (6 buildings total) at Ovenell farm. PW has removed office building off demo list because of asbestos issues.	Ovenell Park	City of Stanwood	10520 Saratoga Dr, Stanwood, WA 98292	Approved/issued	10/12/2016		Edit/View
<input checked="" type="checkbox"/>	20160364	10/7/2016	Sign	wall sign	T Mobile	First Western Properties/Carrie Walker	7200 267th St NW, Ste.102	Approved/issued	10/18/2016		Edit/View
<input checked="" type="checkbox"/>	20160363	10/5/2016	Special Event	Art show in downtown Stanwood, July 7,8 & 9, 2017	Art By the Bay	Sally Pray	8700 271st	processing			Edit/View
<input checked="" type="checkbox"/>	20160362	10/4/2016	Comprehensive Plan	a legislative proposal to amend the Comp Plan's capital facilities plan with an updated 6-year Capital Improvement Plan	City of Stanwood	Ryan Larsen	10220 270th St. NW	processing			Edit/View
<input checked="" type="checkbox"/>	20160361	10/4/2016	Mechanical	replacing existng AES radio with a cellular communicator (located in riser room downstairs & outside of main office	Stanwood senior center		7430 276th St. NW	Approved/issued	10/10/2016		Edit/View
<input checked="" type="checkbox"/>	20160360	10/3/2016	Plumbing	install water heater		Fredrick Cramer	7401 262nd St. NW	Approved/issued	10/3/2016		Edit/View
<input checked="" type="checkbox"/>	20160359	10/3/2016	Building Permit	construct a roof over rear patio of home	Jasper Junction	Grandview North/Scott Wammack	27844 72nd Ave NW, lot 4	Approved/issued	10/12/2016		Edit/View
<input checked="" type="checkbox"/>	20160358	10/3/2016	Mechanical	install Air conditioning unit & furnance		Jeff Wheatley	8209 Cedarhome Dr.	Approved/issued	10/3/2016		Edit/View
<input checked="" type="checkbox"/>	20160357	10/3/2016	Plumbing	install water heater		Jeff Wheatley	8209 Cedarhome Dr.	Approved/issued	10/3/2016		Edit/View
<input checked="" type="checkbox"/>	20160161	10/18/2016	Special Event	Holiday events in December	Light up your Holidays	Ellen Hyatt		information needed from client			Edit/View

Records 1 to 30 (of 30)

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CODE ENFORCEMENT REPORT – OCTOBER 2016

<u>Case #</u>	<u>Date</u>	<u>Complaint/Issue</u>	<u>Status</u>	<u>Date Closed</u>
160048	10/31/2016	Vehicle posted for sale in Viking parking lot	Closed	10/31/2016
160047	10/31/2016	Feather banner posted without permit	Closed	11/10/2016
160046	10/25/2016	Roof top HVAC unit installed without review and permit. Client needs to make application for the permit by November 1st to avoid further enforcement action (2nd notice)	Closed	10/27/2016
160045	10/24/2016	Vehicle for sale, parked illegally	Closed	10/31/2016
160044	10/24/2016	Vehicle for sale, parked illegally	Closed	10/25/2016
160043	10/24/2016	Vehicle parked illegally	Closed	10/31/2016
160042	10/13/2016	Working in Stanwood without a business license	Open	
160040	10/3/2016	Someone is dumping grease in the drain in the back alley behind restaurant.	Open	