



## STANWOOD PLANNING COMMISSION MINUTES

October 10, 2016

### *Call to Order*

Chair Utgard called the meeting to order at 6:30PM with the following Commissioners present: Nate Nehring, Randy Heagle, Dianne White, Mark Ramaley, Susan Ronken and Judy Williams. Staff present; Community Development Director Ryan Larsen, Senior Planner Carly Ruacho and Planning Commission Clerk Devin Tokizawa. Known public in attendance: Hartmut Schmakeit and Forbes Hansen.

### *Vice Chair Election*

The Commission discussed vice chair nominations. Director Ryan Larsen explained the role of the Vice Chair. Commissioner Heagle nominated Commissioner Nehring.

**Motion. Motion by Commissioner Heagle second by Commissioner Williams to elect Commissioner Nate Nehring as Vice Chair. Motion carried unanimously.**

### *No Public Requests or Comments*

### *Minutes*

The minutes of the June 27, July 11 and September 12, 2016 meetings were approved as presented.

**Motion. Motion by Commissioner White second by Commissioner Nehring to approve the minutes of June 27, July 11 and September 12, 2016. Motion carried unanimously.**

### *New Business*

#### **Water Use Efficiency (WUE) Plan Discussion**

Senior Planner Carly Ruacho introduced herself to the Commission and explained that Public Works is currently updating several of its water plans. Last year the Comprehensive Water System plan was updated and in that plan, several deficiencies were identified with other plans. In addition to the WUE plan, the Wellhead Protection Plan and Emergency Plan must be updated. The first plan being undertaken is this WUE Plan.

Ms. Ruacho went through the deficiencies outlined in the staff report including: clarifying the leak detection and water main repair program is in the City. Leak detection used to be outsourced, however, in 2014 the City purchased leak detection equipment to complete this task internally. This was a tremendous savings for the City to save that contract cost. Once a year staff does a systematic survey of the water system to find leaks and the State has asked that we include this in the plan.

The second item is identifying the City's tracking program for non-revenue authorizing consumption. That is water that leaves the system and is known, but is not generating revenue.

Examples of this are main flushing, fighting fires and water quality analyzers. The City is mandated by the State to track these and write down – put meters on water quality analyzers and estimate how much is consumed through main flushing and fire-fighting. These are the biggest changes. Other updates are minor changes to bring the plan up to date such as flow information, well information, etc. There is a corresponding code regarding water leakage and if there is a significant water leak the City now has a code on how it will address it.

Commissioner White inquired if the City ever anticipates Hat Slough coming back online. Ms. Ruacho answered that she believes there is an issue accessing Hat Slough. In the near-term with the issue the access issue it most likely is not in the plan to bring that well back online.

### **2016 / 2017 Comprehensive Plan Amendments**

Administrative Assistant Devin Tokizawa informed the Commission that staff would bring this item to them as a Public Hearing on October 24, 2016. PSRC reviewed and issued a “Plan Review Report and Certification Recommendation”. This report conditionally certified the City’s Comprehensive Plan with a requirement to address consistency between the number of additional housing units accommodated by the plan and the population and housing targets adopted by Snohomish County. PSRC’s Plan Review Report specified that the adopted comprehensive plan referenced insufficient development capacity to accommodate the growth targets and assumes a lower level of growth, with the plan providing for land uses and densities that can accommodate an additional 3,370 residents and 1,355 housing units. This points to a shortfall of housing capacity of 238 units. Director Ryan Larsen added that the City will address the issues raised in the conditional certification by PSRC through revision to the Land Use Element and a potential rezone of the following two parcels known as TBD located southeast of 72<sup>nd</sup> Ave NW and south of Pioneer Hwy from Medium Density Residential (MDR) to High Density Residential to allow for higher density: 32042900300700, 32042900301000. Mr. Larsen informed the Commission that he has spoken to the property owners of the parcels known as TBD and they were in support of a rezone.

### ***Old Business***

#### **Non-Motorized Transportation Plan (NMTP) Update**

Ms. Ruacho gave background on this Plan for the benefit of new Commissioners and Commissioners who may have missed the previous meeting’s update on the NMTP. Ms. Ruacho also reviewed the plan’s recommendations for comprehensive strategies for: system wide network improvements including “spot” improvements for things like intersections upgrades, crosswalk enhancements, etc. as well as improvements specific to bicycling and pedestrian usage. All the recommendations cumulatively seek to achieve the City’s goal of becoming a more bikeable and walkable community. This Plan will also help Stanwood leverage the necessary funding and other resources needed to make pedestrian-friendly improvements.

Ms. Ruacho explained that when these networks are evaluated together, several significant elements or “big moves” are identified:

- Connecting the future waterfront parks and the proposed public works loop with a multi-use trail;
- Completing sidewalk gaps near schools, shopping and neighborhood destinations;
- Connecting downtown Stanwood with the residential area to the northeast on the hill by making pedestrian and bicycle improvements at the Pioneer Hwy. and Cedarhome Dr. intersection including making Triangle Dr. non-motorized use only;

- Adding several new multi-use trails including a rail-to-trail, Heritage and Church Creek Park loop trails, the Pipeline trail, and the Port Susan trail;
- Improving regional connectivity via bicycle facility improvements to surrounding areas such as Camano Island and connecting to the Centennial Trail;
- Improving wayfinding signage and mileage markers at the Lindstrom Village Loop trail.

Ms. Ruacho specified several projects, studies, and inventories that were also identified as short-term “quick wins”:

- Lindstrom Village Walking Loop: Signage and wayfinding including maps, mile markers, and painted goose footprints (project #107)
- Pedestrian Zone: Remove stripes and repaint with pedestrian markings by Cedarhome Store (#110). In addition, add signage and curb extension for pedestrians to be visible to drive-thru car (#104)
- Field reconnaissance of 271st to add buffered bike lanes (project #56)
- Add short sidewalk for missing gap along Camano St. (project #22)
- Implementation of sidewalk to close gap along Cedarhome Dr. NW (project #11)
- Install crosswalk and curb ramps at the intersection of 276th St. NW and 80th Ave. NW (project #120)
- Study options for the removal of the existing gate on Olympic View Pl. to create a more welcoming pedestrian and bicycle entryway (project #128)
- Add short missing sidewalk gap on 80th Ave. NW (project #27)
- Several inventories or studies could be completed by a City of Stanwood intern:
  - » Comprehensive bike parking inventory
  - » Field reporting of misc. facility types
  - » Wayfinding signage inventory (e.g. Lindstrom Village walking loop)
  - » ADA compliant curb ramps inventory
- In the short term it is also recommended to form an advisory board to help implement the NMTP.

Commissioner Williams inquired if there is a timeline in order for the grant application process or is it just that the City needs a plan? Ms. Ruacho answered that the City only needs a plan at this time. Tonight the Public Works Council Committee gave their blessing to move it forward as drafted to the full Council at their October 26, 2016 meeting.

Ms. Ruacho added that what moves forward as far as specific project will determined by what grant opportunities come up.

Chair Utgard asked if Staff would like an action from the Commission tonight. Ms. Ruacho answered staff would like a recommendation from the Planning Commission.

***Motion. Motion by Commissioner Heagle second by Commissioner Ramaley to adopt the proposed 2016 Non-Motorized Transportation Plan as drafted. Motion carried unanimously.***

Commissioner White asked Ms. Ruacho is she or Deborah Knight, City Administrator, would be monitoring grants. Ms. Ruacho answered that the City has hired a consultant to draft a list of grant opportunities for the City and compile it into one document for staff to track at a very reasonable cost. This is happening right now. In this document, there is a funding strategy list in the appendix.

Commissioner Heagle inquired if there is any update on the rail spur and transforming that into a trail. Mr. Larsen answered that he has been in contact with someone based in Seattle on this issue over the past two weeks and hopes to connect by phone this week. The lease application is complete, however, staff would like additional lease questions answered before the City submits the lease and \$600 fee.

The Commission discussed:

- Lease terms (timeline)
- What materials can be used on trail (paved, gravel, etc.)
- From Twin City Foods to Heritage Park through the Johnson Park (goes under the bridge)
- NMTP – trails included in plan (rail trail and flood berm trail)
- Proposed new advisory board to implement the plans
- Design Stanwood / DAT and SDAT process – act as a “Friends” group

### **Zoning Code Edits**

Mr. Larsen stated that he is bringing this back to the Commission one last time before it goes to the Community Development Council Committee this Thursday. Previously the Sign Code portion of these code edits was thoroughly reviewed so tonight Mr. Larsen explained that he will be going over revisions to the Traditional Neighborhood (TN) zone as there have been edits to that section. The changes are based on feedback from staff, members of the community and the Community Development Council Committee. Based on this feedback Mr. Larsen reviewed the changes. The Commission expressed support for these changes.

The Commission discussed:

- New detention ponds (residential) would be maintained by City
- New poles out to Camano
- Poplars down South-side of Lover’s Lane to be taken down by PUD/Replace with other suitable trees

Public Comment:

Mr. Forbes Hansen inquired of the TN zone if there were any more revisions to the minimum square footage for different lots. Mr. Larsen answered no there have not.

### ***Miscellaneous Business & Upcoming Items***

#### ***Adjourn***

The meeting adjourned at 7:20PM.

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Devin Tokizawa, City of Stanwood