



Planning Commission  
Meeting Minutes  
February 22, 2021

**Call to Order** 6:30 pm

**Roll Call**

**Present:** Marcus Metz  
Larry Sather  
Monae Birkhofer  
Patrick Hosterman  
Cody Davis  
Justin Burns

**Staff Present:** Amy Rusko  
Tansy Schroeder  
Amy Bergemeier  
Sara Robinson

**Absent:**

**Also known to be present:**

Joe Sievers, David Corser

**Approval of Minutes:**

The Minutes of the February 8th, 2021 Planning Commission Meeting were approved as presented with a motion by Larry Sather and a second by Patrick Hosterman.

**New Business:**

Public Meeting – Creekside Apartments Phase III

Senior Planner, Amy Rusko, presented the information on this project.

This project is for the Creekside Apartment and proposes the development of a 60-unit multi-family apartment complex consisting of four new buildings, new surface parking for 90 vehicles, small recreational spaces, expansion of the existing stormwater detention pond, installation of an additional water quality treatment vault, a sewage pump station, utility services for each new building, and landscaping throughout the site. Recreational areas include a new five-foot wide trail that will provide public access along the shoreline, wetland viewpoints, sitting areas, p-patch gardens and a putting green complex.

The applicant has submitted for a Type II – Shoreline Substantial Development permit. The notice of application was issued pursuant to SMC 17.81B.225 and SMC 17.150.074, the community development director is responsible for the permit decision and the decision will be appealable to the shorelines hearing board.

Stanwood Municipal Code 17.80.033 states the community development department shall apprise the planning commission of the general intent of a project of this type and collect comments from the commission members. These comments will be considered by the Community Development Director prior to issuing a decision.

The application was submitted on January 20, 2021 and January 27, 2021. The application was deemed complete on February 2, 2021. The Notice of Application and Notice of Public Meeting was published in the newspaper, posted at the required sites, mailed, and posted on the city's website on February 9, 2021. The Notice of Application comment period ends on March 12, 2021. A shoreline permit requires a 30-day notice of application comment period.



Planning Commission  
Meeting Minutes  
February 22, 2021

The submittal is under agency review and the city will issue a SEPA Decision and provide comments to the applicant as part of the review process.

- Applicant, Joe Sievers, spoke regarding the project and added that his intent is to copy as close as possible what was done on the previous project that was done in 2018. The Archeological survey was just finished, and he will send the results in next week to the city. He's also in touch with the golf coach at the Stanwood high school and is looking forward to perhaps allowing the high school team to come down to practice.
- Commissioner Hosterman asked if the pond depicted in the plans is the one that is currently at the location.
- Commissioner Birkhofer asked about the parking for the new complexes. She noticed with the parking lot set up for 90 new spots, it seems like it isn't enough. Her understanding is the standard is 2 cars per household which would make the need to have 120 spots. If that is the case, what is the plan to handle the overflow of the extra vehicles? Senior Planner, Amy Rusko, replied that, yes there was a traffic study. The study addressed the parking and we are waiting to go over the full report. The parking study looked at the current status and what the extra housing will add for parking needs. The summary seems to be that the need for parking for this complex isn't necessarily 2 per household. The current complex in place doesn't use all the parking spots currently available. Commissioner Birkhofer asked if the study will be shared with the commission. Senior Planner, Rusko said yes, they can provide the review with them, but wanted to make it clear it is not a voting issue by the commission. Staff certainly doesn't mind feedback from them, but the decisions are an administrative one.
- The applicant, Joe Sievers, provided more information regarding the project. He said they are planning on maximizing the parking as much as possible using the parking study they found that 90 spots should be enough. He's also trying to plan for possibly having electric vehicle parking. He followed that the parking study done was very in depth and thorough.
- Commissioner Hosterman asked about the wetlands area. Is it going to be fenced off? Mr. Sievers said yes, it will be fenced off and he's working with the City and the Dept. of Ecology to make sure it's secure and compliant.
- Commissioner Davis asked if the trail is going to be for Public use as well? What about the putting green? Applicant, Mr. Sievers, said the trail is going to be open to the public and he's still deciding on the putting green. He is open to having it open to the public possibly.
- Commissioner Metz asked the what the development standards are based on as far has the amount of people per residence? Senior Planner, Rusko, said city code has it listed that 1 bedroom equals 2 people, 2 bedrooms equal 3.5 people, 3 bedrooms equal 4.5 people and 4 bedrooms equals 5.5 people.

Public Comments:

- Snohomish County Public Works Department commented that the project does not impact any county capital improvement projects or county roads with additional traffic impacts. No mitigation or offer is required for this development.



Planning Commission  
Meeting Minutes  
February 22, 2021

- The Stillaguamish Tribe of Indians requested an archaeological survey for the project, due to landform and proximity to other cultural resources. They also requested notification of any archaeological field work and ground disturbances for the project.
- David Corser was a Public Attendee at tonight's meeting, and he wants to be a party of interest/record. His big concern is the excess traffic that may result from the addition of more apartment complexes. He is also concerned about the lack of playground areas available to the future residents. Senior Planner, Rusko, will include him as a party of record regarding this project and she will pass the concerns along to the owner/applicant. She also stated that as long as the applicant meets the codes/requirements by the city, it is ultimately up to the applicant as to what items they want to add as far as "accessory items". If they want to add a playground or putting green it is up to them. It is not the project owner's responsibility to add or change the intersection where the complex meets the Pioneer Highway or 72<sup>nd</sup> Ave. With the traffic study, it showed there isn't a lot of traffic at one time at the intersection of Pioneer hwy. or 72<sup>nd</sup> Ave for the need to change the intersection.

**Old Business:**

Planning Commission Rules of Procedure:

At the last Planning Commission meeting the Commission agreed to eliminate the second meeting of the month. The change was requested by staff to allow enough time to manage the current workload and to provide enough time to properly evaluate proposed code and comprehensive plan amendments. Changing the Planning Commission's schedule requires a minor amendment to the adopted Rules of Procedure.

Article V – Meetings was changed to reflect one meeting of the month: 2<sup>nd</sup> Monday of each month as the Commission's regularly scheduled meeting. As discussed at the meeting, there may be times when a second meeting may be necessary. If so, the special meetings provision would be used. Below is the proposed language for consideration.

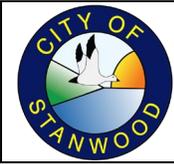
**ARTICLE V – MEETINGS**

All Planning Commission meetings shall comply with the requirements of the Open Public Meetings Act (Chapter 42.30 RCW). All meetings shall be noticed and open to the public.

***SECTION 1: SCHEDULE***

The Planning Commission shall hold regular meetings according to the following schedule:

***The second ~~and Fourth~~ Monday of each month shall be designated as the Commission's regularly scheduled meeting.*** The meetings shall begin at 6:30 p.m. unless modified. Should a regular meeting day be a legal holiday, the scheduled meeting shall be postponed to the succeeding Monday, unless a majority of the Commission votes to select another day or to cancel the meeting.



Planning Commission  
Meeting Minutes  
February 22, 2021

Special meetings may be held by the Commission subject to notice requirements prescribed by State law. Special meetings may be called by the Chair of the Commission, the City Council or Mayor, City Administrator or designee, or by the written request of any three (3) Commissioners by written notice emailed or delivered to each member of the Commission at least 24 hours before the time specified for the proposed meeting.

Any Planning Commission meeting may be canceled by a majority vote or consensus of the Commission. The Chair or Vice Chair may cancel a Planning Commission meeting for lack of agenda items or a quorum.

The Commission Members Vote on Adoption of the Revised Rules of Procedures:

Marcus Metz – Yes

Monae Birkhofer – Yes

Patrick Hosterman – Yes

Justin Burns – Yes

Larry Sather – Yes

Cody Davis - Yes

All in favor, passed unanimously.

**Miscellaneous Business:** N/A

**Recent Council Action on Commission Items:**

- Comprehensive Plan Update- The Council adopted the updates on Feb. 11<sup>th</sup>, 2021, and they are now in affect as of today, Feb. 22, 2021.

**Upcoming Items:**

- Bringing back the residential permit matrix for discussion.

A motion to adjourn was made by Larry Sather and seconded by Patrick Hosterman.

Adjourn: 7:26 pm

\_\_\_\_\_  
Amy Bergemeier, Administrative Assistant