



Planning Commission  
Meeting Minutes  
March 13, 2023 – 6:30 pm

**Call to Order:** 6:31 pm

**Roll Call**

**Commissioners Present:**

Eric Warnat, Commissioner  
Melissa Toner, Commissioner  
Patrick Hosterman, Commission Chair  
Cody Davis, Commission Vice-Chair  
Justin Burns, Commissioner  
Jeff Wheatley, Commissioner

**Staff Present:**

Patricia Love, Community Development Director  
Tansy Schroeder, City Planner  
Audrey Rotrock, Associate Planner

**Absent:** Robert Hicks - excused

**Also known to be present:** Chris Castner (online), Ronald Post, Patricia Post, Nanse Castner, David Wells, Don Wells, Paul Schonberg, Ry McDuffy

**Public Requests and Comments:**

None

**Approval of Minutes:**

The minutes from the February 13, 2023 Planning Commission meeting were unanimously approved.

**New Business:**

***Public Meeting: Westchester Preliminary Planned Residential Development***

A public meeting was held for the Westchester Preliminary Planned Residential Development (PRD). The applicant is proposing to construct a 122-lot single-family planned residential development. The project will consist of 86 detached single-family residences, 20 cottage units, and 16 duplexes. The project is located northeast of the intersection of 80th Avenue NW and 280th Street NW. The site consists of two parcels for a total of approximately 18.91 acres zoned Traditional Neighborhood (TN) and one parcel approximately three acres zoned Single Family Residential 9.6 (SR 9.6). Resident vehicular access to the site will be from 80th Avenue NW and will connect to the proposed Bakerview PRD to the east and Summerset Division II PRD to the southeast. The proposed community will include open space tracts, storm water management, and street and landscaping improvements.

**Commissioner Questions & Comments**

- How big are the cottages? The cottages will be 1,200 square feet.
- What does “moving the wetland” entail? There are two wetlands on the property. One of the wetlands will be left as open space and the other wetland will be enhanced. Enhancements of the second wetland will equal three times the size of the first wetland and will ensure that no net loss of ecological function in the area will occur.
- Are wetlands considered open space? The answer depends on the zoning type. The Traditional Neighborhood (TN) zone allows wetlands to be considered as open space. Staff will be having further discussions with the developer on this topic.



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- Stormwater will be retained in a separate detention pond from the wetlands, instead of an underground vault. The detention pond will be on land tract 998.
- How will elevation changes on the property be dealt with? Elevations will be accommodated through the road system, stair-steps between lots, and some of the home foundations themselves will accommodate the elevations. Overall, the site does not have significant elevation changes.
- What is the total cut and fill of the project? There will be around 30,000 square feet (SF) of cut and 30,000 SF of fill.
- What are the heights of retaining walls that will abut adjacent properties? The maximum height will be four feet, but it is unlikely that there will be the need for any retaining walls.
- What are the School Districts plans for schools to accommodate more students from this development? The city is actively meeting with the school district, and they have said this development will not stress the capacity of local schools.
- What are the road widths for this project? All streets, except alleys, need to have a minimum of two 10-foot wide travel lanes and one 8-foot wide parking strip for a total paved width of 28'. For the most part, the development will have driveways and garages for parking and on-street parking will be on one side only. The cottages will be alley loaded.
- 80<sup>th</sup> Avenue NW improvements will include sidewalks, half street improvements, grind and overlay, and a bike lane.
- What is the water source for the wetland that will be moved? The wetlands on this property are depressional wetlands that receive water from rain and/or groundwater. Enhancement of the wetlands will also improve the function of it.
- Landscaping will be with street trees and open space trees.
- Will there be electric vehicle (EV) charging areas in this development? The code requires all new residential units to be EV ready. There currently are no code requirements for additional charging stations.

Public Comments & Questions

- Ronald Post - How will this development impact neighboring homes sewer systems? Consultants are reviewing the project to see what will be required. Developers are required to fund the infrastructure for their sewer systems. Nearby residents will be able to hook up to the new infrastructure if desired or necessary. This will also be the case for gas lines and cable.
- Nance Castner – Will construction vehicles damage driveways of neighboring homes? The developer will eventually replace current neighboring driveways. During construction, they will work with homeowners to minimize inconveniences.
- Patricia Post – How wide will the drives/roads be? All new public streets will have sidewalks on both sides of the road. Streets will have 2 twelve-foot travel lanes, curbs and gutters, 2 five-foot sidewalks, 2 five-foot landscape strips, and an 8-foot parking strip. The new homes will have driveways at a minimum of 20 feet. Some existing ditches may have to be moved.
- Ronald Post – Will 80<sup>th</sup> Street be re-addressed? It is unknown at this time, but staff will keep neighbors updated if/when it will happen. When addresses within the city are changed, staff notifies all necessary agencies such as the fire department, the post office, and all emergency services.



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- Nance Castner – Has the loss of wildlife been considered with this project? By keeping developments within city limits, it in turn protects wildlife outside city limits in more rural areas.
- Patricia Post – Will there be a small park on the southwest part of the property? This area will be single family homes and duplexes.
- Nance Castner – Is there a start date for this project? Currently there is no official start date. The developer hopes to have the Public Hearing in late June to early July, and break ground in August. These dates are estimates.

**Old Business:**

***International Property Maintenance Code:***

City staff asked the Planning Commissioners to consider adopting the International Property Maintenance Code (IPMC) which emphasizes protection of health, safety and welfare while providing code requirements that are enforceable in the diverse types of buildings that exist. Adoption of the Property Maintenance Code is optional, not mandated by the State, and is enforced by the City's Code Enforcement Officer. The IPMC applies to all existing structures, including residential and nonresidential property and addresses the following:

1. Administration, enforcement, and penalties associated with the code.
2. Determination and assignment of responsibility for code compliance among the owner, operator, and occupant of a property.
3. Minimum property maintenance conditions for existing structures and premises in regard to structural safety, sanitation, health, and comfort.
4. Regulating the use of existing dwelling through the establishment of occupancy limitations.
5. Maintenance of egress and fire safety, with appropriate references to the International Fire Code.

**Commissioner Questions & Comments**

- Will the adoption of the International Property Maintenance Code assist the Code Enforcement Officer with performing his enforcement duties? Adoption of this code will give the Code Enforcement Officer a step-by-step guide to handle these issues. If adoption of this code creates a higher case load, the city may consider adding staff if necessary to accommodate.
- Adding this code augments what is already in place and provides the tools to enforce repairs.
- The Planning Commissioners unanimously support moving the International Property Maintenance Code forward to the City Council.

***Municipal Code Draft Titles 9 and 13***

The next batch of Municipal Code Amendments is Title 9 – Public Peace, Morals, and Safety and Title 13 – Code Enforcement. These two Titles have been grouped together for review as they both address enforcement issues and have direct code correlations. The draft amendments delete outdated code citations and modernize by applying current best practices. It notes where new sections have been



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added or where moved. In general, these titles and chapters have been reorganized for better flow and readability with similar topics being grouped together.

Purpose of Titles:

- Title 9: Public Peace, Morals, and Safety: Title 9 contains the laws and regulations enforced by the City's Police Department.
- Title 13: Code Enforcement: Title 13 contains the code enforcement procedures generally applied to the remaining municipal code titles including zoning and development standards. The Building Official is the City's Code Enforcement Officer.

The Planning Commissioners unanimously support moving this SMC Draft Titles 9 and 13 forward to the City Council.

**Miscellaneous Business:**

***Capital Improvements Project List and Survey***

During the February 13, 2023 Planning Commission meeting, staff asked the Commissioners to think about areas of Stanwood that need maintenance or improvements, such as roads, sidewalks, and parks that should be added to the Capital Improvements Project List. They were asked to bring these ideas back to the March Planning Commission meeting. Below are the Commissioners thoughts and comments.

- The roundabout at 284<sup>th</sup> Street NW and 80<sup>th</sup> Avenue NW needs improvements.
- Consider adding a roundabout at 272<sup>nd</sup> Street NW and 72<sup>nd</sup> Avenue NW. This area gets congested with traffic from SR 532 and the High School. The 276<sup>th</sup> Street NW and 72<sup>nd</sup> Avenue intersection also gets very congested.
- Traffic and parking in the Cedarhome Elementary area gets congested and is a potentially dangerous area for students and other pedestrians.
- Streetlights are needed in multiple areas around the city.
- Sidewalks are needed in many places throughout the city.
- Add a sidewalk in front of Heritage Park and larger trees to buffer the wind.
- Speeding is a concern on 284<sup>th</sup> Place NW.
- Raised crosswalks could double as speed bumps.
- Church Creek Estates has speed bumps. The city could use this neighborhood as a case study for the effects they have on speeders.
- Install a walking bridge over SR 532 at 72<sup>nd</sup> Avenue NW.
- Reduce the number of trees and/or trim the trees at Church Creek Park, the dark shade makes the park uninviting for families.
- Extend Port Susan walking trails.
- Repair the brick road in west downtown and Cedarhome Drive.
- Add a roundabout at Viking Village & SR 532.
- The new Cedarside Commons Development will add more traffic to the already congested area near the high school. Prioritize this area.
- Obtain additional property at Church Creek Park to expand walking trails on the other side of the creek.



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- Add to the trail system near the movie theater and add a park. This could benefit the people living and working in the area.
- Add a sidewalk along SR 532 to the fairgrounds.
- Improve pedestrian walkway on SR 532 between Hagggen's (72<sup>nd</sup> Avenue NW) and downtown Stanwood for walkers. Or consider adding a trail between Hagggen's and downtown for people to stay off the highway.
- Add a sidewalk in front of Cedarhome Market instead of the wide shoulder that is currently there.
- Create a park at the water towers.
- Connect Church Creek Park and Heritage Park via a trail system.
- The stairs along the side of Cedarhome Drive (brick road area) need repair.
- Splash pad.
- Add a looping trail system around Heritage Park.
- Improve the wetland area at Heritage Park, it is uninviting.
- Consider a rails-to-trails program for the railroad track across from Heritage Park.
- Add trails on the dike.
- Small boat access near Hamilton Park.

**Recent Council Action on Commission Items:**

- Final adoption of Stanwood Municipal Code Titles 1, 2 & 4 at City Council on March 23, 2023.

**Upcoming Items:**

- Comprehensive Plan Land Use Element
- Draft Housing Action Plan

Adjourn: 8:37 pm