

October 30, 2023

Shawn Edghill, Associate Planner  
Community Development Department  
City of Mukilteo  
11930 Cyrus Way  
Mukilteo, WA 98275

RE: Mukilteo School District No. 6  
Mukilteo Elementary School Replacement Phase 1, Conditional Use Permit

Dear Mr. Edghill,

Brent Planning Solutions is the permitting/environmental consultant for the Mukilteo School District (District) for their proposed Mukilteo Elementary School (MES) Replacement Phase 1 project. Mukilteo Elementary School, 2600 Mukilteo Speedway, is located directly to the north of Olympic View Middle School. The District is requesting approval for a Conditional Use Permit (CUP) and future building/public works permits for this first phase of the replacement of MES as part the Mukilteo School District 2020 voter approved Capital Bond Expansion Projects.

MES was built in 1982 with permanent square footage of 41,727 and ten portable classrooms to accommodate a current enrollment of 520 students. This construction project will be the first of a multi-phased construction project to fully replace the existing elementary school. The first phase of construction will relocate ten existing classrooms into a new building. The existing vacated classroom space will no longer be used for student teaching space resulting in no increase in staff or student capacity to the site. The proposed Phase I expansion would be approximately 19,973 square feet.

Approval of the CUP, Grading, Drainage, Stormwater Review/Public Works Approval, Commercial Building Permits and Right-of-Way Permits are required from the City. The District will be acting as the lead agency for the environmental review process. The complete CUP application package has been reviewed and is submitted with some reports in hard copy and the rest of the items electronically in accordance with City requirements and discussions.

The CUP submittal includes the following required items:

- Project Narrative
- Land Use Permit Application
- Conditional Use Permit Supplemental Application
- Legal Description

- Title Reports
- Right of Way Deed of Dedication
- Lot (Boundary) Line Adjustment, Supplemental Application Form
- Lot Line Adjustment Affidavit, Preliminary
- City of Mukilteo Pre-Application Report (#PRE-APP-2023-009), June 8, 2023
- CUP Narrative (*citing specific policies and demonstrating the project's consistency with those policies*)
- SEPA Checklist (*Note: Mukilteo School District will be Lead Agency*)

#### Special Studies/Reports

Technical Information Report for Storm Water  
Management (September 15, 2023) .....Jacobsen Consulting Engineers  
Updated Geotechnical Engineering Report (June 23, 2023).....GeoTest Services, Inc.  
Wetland and Stream Assessment Technical  
Memo (September 26, 2022).....The Watershed Company  
Project Design Narrative/Plans .....Hutteball + Oremus Architecture, Inc.  
Landscaping Plans (Planting Plans)..... Weisman Design Group, Inc  
Future Traffic Letter (October 2, 2023) ..... Mukilteo School District No. 6

#### Plan Sheets/Sets

- CUP Site Plan
- Landscape Plans
- Building Elevations
- Civil Plans (includes TESC & Demolition, Grading and Drainage, Water & Sewer and Paving)
- Lot Line Adjustment (with Closure Calcs)

Designation of Contact Person: As the environmental planning consultant for the Mukilteo School District, I will be reviewing all CUP comments and coordinating responses; therefore, I ask that all CUP comments be sent directly to me as well as copies of all determinations and required notices at: Brent Planning Solutions, LLC, Attn.: Laura S. Brent, P.O. Box 1586, Mukilteo, Washington 98275 (phone: 425.971.6409; email: LBrent@brentplanningsolutions.com).

The District anticipates issuing the SEPA determination within the next month. Prior to the issuance of a determination, any review comments from the City or other agencies will be reviewed and addressed as needed. Copies of the finalized checklist and determination will be submitted to the City on the issuance date. Timing for the construction of the school is on a critical path and we will be working with the City to ensure timely responses to any City comments or requests. If you have questions related to the environmental process or

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submittal requirements, please contact me at lbrent@brentplanningsolutions.com or at 425.971.6409.

Sincerely,

**BRENT PLANNING SOLUTIONS, LLC**

A handwritten signature in black ink that reads "Laura S. Brent". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

**Laura S. Brent, AICP**

Attachments: As Detailed

ecc: Shelly Henderson/, Mukilteo School District