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**Date:** June 29, 2023

**Meeting Date:** June 8, 2023

**Primary Contact:** Laura Brent

**Contact Email:** [lbrent@brentplanningsolutions.com](mailto:lbrent@brentplanningsolutions.com)

**File No(s):** PRE-APP-2023-009

**Project:** Proposal to develop a 2-story classroom addition at Mukilteo Elementary School

**Location:** 2600 Mukilteo Speedway

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Dear Laura,

The City of Mukilteo received your pre-application to develop a 2-story classroom addition at Mukilteo Elementary School on June 1, 2023, on the property located at the above address.

Please read this letter carefully. The City has completed an initial review of the pre-application materials for the project listed above.

#### References

**Mukilteo Municipal Code (MMC)** consists of all the regulatory and penal ordinances and certain of the administrative ordinances of the City of Mukilteo, Washington, codified pursuant to the provisions of RCW 35.21.500 through 35.21.570, incorporated by reference for code cities in RCW 35A.21.130. The MMC is available online at: <http://www.codepublishing.com/WA/Mukilteo>

**Mukilteo 2019 Development Standards (MDS)** govern all new construction and upgrading of facilities, both in the right-of-way and on-site, for transportation-related facilities; storm drainage facilities; private facilities; and park, recreation, and open space facilities. The MDS is available online at: <https://mukilteowa.gov/departments/public-works/development-services/>

The City of Mukilteo adopted the **International Code Council (ICC)** I-codes as required and amended by the State of Washington. Exemptions and alterations to the ICC codes can be found in the Municipal [Code Title 15](#). The Building Code is under Chapter 15.04 and the Fire Code is under Chapter 15.08.

The City of Mukilteo has adopted the Washington State Department of Ecology's **2019 Stormwater Management Manual for Western Washington (SWMMWW / Ecology Manual)** for stormwater requirements, thresholds, and design. The Ecology Manual is available online at: <https://fortress.wa.gov/ecy/ezshare/wq/Permits/Flare/2019SWMMWW/2019SWMMWW.htm>

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**PLANNING:**     **Shawn Edghill**  
Associate Planner  
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### Comments

1. The building height worksheet is attached to the email for building height calculation methodology.
2. Following a site visit to the property, landscaping will be required between the property lines on both the north and east sides.
3. The City received your letter regarding the number of students in attendance regarding both parking and traffic and has the following comments:
  - a. No additional traffic mitigation fees are needed.
  - b. A plan/drawing clearly indicating the spaces that will be converted into storage space will be required.
  - c. The school will be liable for traffic fees if any of the spaces are reverted in the future.
  - d. Parking analysis will also be required if any of the spaces are reverted to classrooms in the future.
  - e. Please resubmit the letter and requested drawing with the application.

## BULK REGULATIONS

## MMC CHAPTER 17.20

### Bulk Matrix

- Table 1 : Lot Bulk Matrix (MMC 17.20.015 Lot bulk matrix)

Zone	Maximum Lot Coverage	Maximum Building Height	Property Line Setbacks
			<a href="#">MMC 17.20.070</a> N. School—Preschool and K-12. <i>1. All buildings must be at least thirty-five feet from all external property lines; and</i> <i>2. All buildings must be at least seventy-five feet from the centerlines of all street right-of-way, or forty-five feet from the edges of all such right-of-way, whichever is greater.</i>
RD 7.5	35%	30'	

## Maximum Hard Surface Coverage Matrix

Use Type	Lot Area Threshold	Maximum Hard Surface Coverage per Lot*
Residential	Over 12,500 Sq. Ft.	55% of Lot

\* Hard surfaces legally established on a site prior to December 31, 2016, and which exceed the limits set forth in this title shall not be considered nonconforming. Proposals to increase the hard surface on a site shall conform to the limits of this title; where a site already exceeds the allowed amount of hard surface, the additional hard surface shall not be approved unless an equal amount of existing hard surface is removed such that the net amount of hard surface is unchanged.

## LANDSCAPING

## MMC CHAPTER 17.56, 17.58 AND 17.64

### MMC 17.58.070 Screening between districts.

Where nonresidential or multifamily residential uses are adjacent to single-family residential zones, a sight-obscuring fence or vegetative screen shall be installed in accordance with the landscaping matrix contained in Section [17.58.047](#). Existing native vegetation may satisfy screening requirements; provided, that the width and density of the vegetation provides a sight-obscuring screen as intended in this section. Vegetative screens are to be kept free of weeds and debris, and the vegetation is to be maintained in a healthy condition. Vegetative screens shall not be allowed to grow to a height or width which would obstruct vision of an intersecting street as defined in Section [17.20.060](#). All such fences or vegetative screens shall be maintained in perpetuity. Modifications to these screening requirements can only be made if a zoning change eliminates the nonresidential or multifamily use next to a single-family residential zone. (Ord. 1390 § 12 (Exh. C) (part), 2016: Ord. 1026 § 6, 2001: Ord. 908 § 11 (part), 1997: Ord. 519 § 1 (part), 1985)

### MMC 17.64

F. All conditional uses having a site area in excess of one acre must provide a buffer of trees and shrubs around the perimeter of lots abutting a residential zone.

### 17.56.130 Landscaping requirements for parking lots.

A. Purpose. The purpose of the landscaping provision is:

1. To break up the visual effect created by large expanses of barren asphalt;
2. To encourage the preservation of mature evergreen and other large trees which presently grow throughout the county;
3. To ensure the preservation of land values by creating an environmental quality which complements the objectives of the respective land uses;

4. To manage and treat stormwater runoff from parking lot surfaces.

B. Landscape Plans. No building permit shall be issued where landscaping is required until a landscaping plan has been submitted and approved by the planning department.

C. Landscaping on Street Frontage. Parking areas or outdoor display areas fronting on a street right-of-way shall provide a minimum five-foot-wide, Type III, landscaped planting area along the entire street frontage except for driveways; provided, that the plantings shall not obstruct the sight distance at street intersections. As an alternative, applicants may employ bioretention or other landscape-based stormwater management practices within this five-foot wide area; provided, that the planting design has a mix of trees, shrubs, and groundcover per the Type V landscaping standards.

D. Additional Plantings. Additional plantings may be placed on street right-of-way behind the sidewalk line if the property owner provides the city with a written release of liability for damages which may be incurred to the planting area from any public use of right-of-way.

E. Amount and Location. Ten percent of the parking area shall be in landscaping (exclusive of landscaping required by subsection C of this section to be on the street frontage); provided, that:

1. No landscaping area is less than fifty square feet in area;
2. No parking stall is located more than forty-five feet from a landscaped area. The city may approve landscaping plans involving alternatives to this specification for individual properties if it finds the alternatives would be more effective in meeting the purposes of this section;
3. All landscaping must be located between parking stalls, at the end of parking columns, or between stalls and the property line. No landscaping which occurs between the parking lot and a building or recreation area shall be considered in the satisfaction of these requirements.

Landscaping should use native vegetation and stormwater BMPs where possible.

F. Size Exception. Parking lots containing less than twenty parking spaces need provide only perimeter screening to satisfy the ten percent area requirements.

G. Materials Used. Planting areas shall include liberal landscaping using primarily such materials as trees, ornamental shrubs, lawn or combinations of such materials.

H. Internal Property Lines. When a parking area abuts residentially zoned property along any interior property line, a minimum six-foot-high screening device, or a minimum five-foot-wide planting area with planting spaced to form a solid, sight-obscuring screen within a reasonable period of time, as determined by the planning director, shall be installed along the property line.

I. Maintenance of Landscaped Areas. All required landscape shall be maintained in a healthy growing condition and free of trash and debris. Dead or dying plantings shall be removed and replaced or repaired.

J. Protective Curbing. All landscaped areas shall be protected from vehicle damage by a six-inch protective curbing and, if necessary, wheel blocks.

K. Timing of Installation. All required landscaping shall be installed prior to building occupancy; provided, the planning director may authorize up to a one-hundred- twenty-day delay where planting

season conflicts would produce high probability of plant loss. For the maintenance and/or replacement of landscape areas, a bond or assignment of funds to the city in a reasonable amount and for a reasonable duration as determined by the planning director shall be required. (Ord. 1390 § 11 (Exh. C) (part), 2016; Ord. 1262 § 4 (part), 2010; Ord. 908 § 10, 1997; Ord. 387 (part), 1982)

## **STATE ENVIRONMENTAL POLICY ACT (SEPA)**

## **MMC CHAPTER 17.84**

### ***SEPA approval is not required for Phase 1 of this project***

The city establishes the following exempt levels for minor new construction under WAC 197-11-800(1)(d):

- A. For single-family residential projects, up to thirty dwelling units;
- B. For multifamily residential projects, up to sixty dwelling units;
- C. For agricultural structures, up to forty thousand square feet;
- D. For office, school, commercial, recreational, service or storage buildings, up to thirty thousand square feet;**
- E. For parking facilities, up to ninety parking spaces;
- F. For landfills and excavations in WAC 197-11-800(1)(b)(v), up to one thousand cubic yards.

## **CONDITIONAL USES AND VARIANCES**

## **MMC CHAPTER 17.64.040**

17.64.010 Permitted conditional uses.

Conditional use permits shall be granted or denied by the city after due consideration has been given to the performance standards set forth in this title and after the applicant has shown that the conditional use would not impinge on the health, safety, welfare, and rights of the residents of the city. (Ord. 1088 § 15 (part), 2003; Ord. 908 § 13 (part), 1997; Ord. 888 § 1, 1996; Ord. 699 § 3, 1991; Ord. 597 § 1, 1987; Ord. 559 § 1, 1986; Ord. 552 § 3, 1986; Ord. 519 § 1 (part), 1985; Ord. 458 § 1 (part), 1984; Ord. 442 § 1 (part), 1984; Ord. 387 (part), 1982)

17.64.020 Performance regulations.

The uses set out in the Permitted Use Matrix contained in Section 17.16.040 shall comply with the following standards and regulations in order to qualify for a conditional use permit:

- A. All conditional uses must be in accordance with the goals and objectives of the comprehensive plan and they must not violate the purpose of the district in which they will locate.
- B. It must be demonstrated that all conditional uses if located as proposed would not be injurious or detrimental to the character of the zone or to its abutting or adjoining neighbors.

C. The conditional use must employ reasonable measures of fencing, buffering, traffic restraints, sign and light controls, and any other appropriate measures to protect the surrounding properties and adjoining districts.

D. All conditional uses must have adequate site area to accommodate the use. The minimum site area for a conditional use is no less than that permitted in the underlying district.

E. All conditional uses must conform to the dimensional regulations in the individual districts, except that additional restrictions may be imposed to ensure the uses are compatible within the district.

F. All conditional uses having a site area in excess of one acre must provide a buffer of trees and shrubs around the perimeter of lots abutting a residential zone.

G. All applications for conditional uses must be accompanied by layout and development plans drawn to an appropriate scale which show at least the following:

1. Site plans showing landscaping, paving, parking, access, relationship of building to site, outdoor lighting, proposed fencing and topography;
2. Sections and elevations of proposed structure;
3. Vicinity map showing property, zoning and access;
4. Provision for sewage disposal, storm drainage and surface runoff.

H. All conditional uses must comply with the parking regulations in Chapter 17.56.

I. In the course of reviewing the conditional use permit application, the city staff may request a recommendation by the planning commission on matters under its permit authority related to the conditional use permit. The matters may include but are not limited to the comprehensive plan or the nature and intent of the zone in which the conditional use permit is requested. (Ord. 1088 § 15 (part), 2003; Ord. 908 § 13 (part), 1997; Ord. 559 § 2, 1986; Ord. 552 § 4, 1986; Ord. 519 § 1 (part), 1985; Ord. 387 (part), 1982)

#### 17.64.030 Compliance.

A. A conditional use permit shall be declared void if there is a failure to comply with the approved plans or any special condition imposed on a conditional use permit.

B. Modification of plans submitted and approved as part of the original application may be approved by the planning director or his/her designee provided the modification does not violate the original intent of the plan, the conditions of approval, or the public health, safety or general welfare. (Ord. 1088 § 15 (part), 2003; Ord. 387 (part), 1982)

#### **17.64.040 Variances.**

A. A variance may be granted only if all of the following criteria are met:

1. The variance shall not constitute a grant of special privilege inconsistent with the rules and regulations governing the uses of other properties in the vicinity or zoning district in which the property for which the variance is requested is located; and

2. The variance must be necessary, because of special circumstances relating to the size, shape, topography, location, or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity that are located in the same zoning district in which the subject property is located; and

3. The granting of the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity or zone in which the subject property is situated;

4. Hardships of a financial nature, hardships which are self-created, and hardships which are personal to the owner and not to the property, shall not be grounds for a variance;

5. Variances shall not be granted if the granting of the variance would allow a use not permitted outright or by conditional use permit, or any use prohibited outright or by implications in the zoning district involved.

B. Upon meeting the variance criteria listed in subsection A of this section, administrative variances may be granted from the following development standards. Persons aggrieved by the decision on the variance may appeal such decision in accordance with Chapter 17.13, Project Permit Review Procedures.

1. A decrease of not more than thirty percent of the required width of front, side, or rear setback.

2. A decrease of not more than twenty percent in the number of required parking spaces if the reduction would allow the preservation of trees or unique topographical features.

3. A twenty percent increase in the amount of compact parking stalls allowed on a site.

4. A decrease of not more than thirty percent of the minimum lot dimensions requirements. No administrative variance may be granted from the minimum lot size requirements.

C. All applications for variances shall be accompanied by layout and development plans drawn to an appropriate scale as specified elsewhere in this title and other supportive documentation necessary to describe the proposal. Maps, plans, descriptions of property, estimates of cost, and other information may be requested as necessary to make a decision on the application.

D. In making a decision on any variance application, the permit authority may approve the variance as presented, deny the variance, or approve the variance with such conditions, regulations, or safeguards as necessary to ensure that the variance meets the above criteria and that the purpose and intent of the regulations adopted in this title are not violated. The permit authority shall also have the power to reconsider any such decision at a public meeting.

E. The city shall have the power and authority to revoke or declare void any variance which was procured by any material misrepresentation, or where there is a failure to comply with any condition of approval. Such power shall be exercised only after a notice of intent to revoke or declare void has been given to the owner of record as of the date of the notice and after holding a public hearing on the revocation or declaration. (Ord. 1088 § 15 (part), 2003: Ord. 910 § 1, 1997: Ord. 387 (part), 1982)

17.64.050 Applications for permit.

Applications for conditional use permits or variances shall be submitted and processed in accordance with Chapter 17.13, Project Permit Review Procedures. (Ord. 1088 § 15 (part), 2003: Ord. 387 (part), 1982)

17.64.060 Granting effective when.

A. If a building permit and/or occupancy permit as permitted by the granting of a conditional use or variance is not obtained within two years from the effective date of the notice of decision, the conditional use or variance shall automatically be null and void.

B. The recipient of a conditional use permit or variance shall file a land use permit binder with the city planner on a form provided by the planning department. The conditional use permit or variance shall not be effective until such binder has been filed with the Snohomish County auditor. The applicant shall pay applicable recording fees at the time of filing the binder with the city planner, who shall be responsible for filing the binder with the auditor promptly after the passage of applicable appeal periods if no appeals are filed. The binder shall serve both as an acknowledgment of, and agreement to abide by the terms and conditions of the conditional use or variance, and as a notice to prospective purchasers of the existence of the permit or variance.

C. A permit or variance may be vacated by the current property owner upon approval of the city of Mukilteo. No permit or variance shall be vacated if the use authorized by such approval exists or is actively being pursued, or in which a violation of the terms and conditions exists. Vacation of a conditional use permit or variance shall be effective upon the filing of a notice of land use permit vacation with the Snohomish County auditor. (Ord. 1088 § 15 (part), 2003; Ord. 545 § 1, 1986; Ord. 519 § 1 (part), 1985; Ord. 387 (part), 1982)



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**BUILDING:**     **KC Fogle**  
Building Official  
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### Comments

1. Washington State has delayed the adoption of the 2021 I-codes until November 1, 2023. If submitted before that date the project will be vested in the 2018 cycle if after that date the project must reflect the 2021 I-code update.

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<b>FIRE:</b>	<b>Derek Landis</b>
	Fire Marshal
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## Comments

1. 2018 International Fire Code(IFC) Section 901.4.6.1
  - a. Sprinkler riser room(s) shall be located on an outside wall at grade. Such room(s) shall be provided with a door opening to the outside and be heated to a minimum of forty degrees Fahrenheit to prevent freezing. Fire alarm panels are recommended to be located in the sprinkler room.
2. 2018 International Fire Code(IFC) Section 503
  - a. 503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45,720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions:

    1. The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where any of the following conditions occur:
      - 1.1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
      - 1.2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
      - 1.3. There are not more than two Group R-3 or Group U occupancies.
    2. Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted of modified for solar photovoltaic power generation facilities.
  - b. 503.1.2 Additional access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.
  - c. 503.1.3 High-piled storage. Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter 32.
  - d. 503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

- e. 503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6,096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 ft. 6 in.
- f. 503.2.2 Authority. The fire code official shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.
- g. 503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.
- h. 503.2.4 Turning radius. A turning radius will be approved only if it is in accordance with the most recently adopted version of the City of Mukilteo's Development Standards that states; inside radius 25 feet; outside radius 45 feet. For buildings requiring aerial apparatus access the outside radius is 55 feet.
- i. 503.2.5 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus and shall conform to the most recently adopted version of the City of Mukilteo's Development Standards.
- j. 503.2.6 Bridges and elevated surfaces. Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO HB-17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, approved barriers, approved signs or both shall be installed and maintained when required by the fire code official.
- k. 503.2.7 Grade. A gradient will be approved only if it is in accordance with the most recently adopted version of the City of Mukilteo's Development Standards and have grades of no more than 15% unless approved by City of Mukilteo Public Works Director and the Fire Marshal. For Aerial Operations a staging area of not more than 6% front to back and 5% side to side.
- l. 503.2.8 Angles of approach and departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the fire department's apparatus.
- m. 503.3 Marking. Fire Department access roads shall be marked with permanent NO PARKING - FIRE LANE sign a minimum of 12 inches wide by 18 inches high and have red letters on a white reflective background. The signs shall be posted on both sides of access road and be 36 inches above finish grade. Number and location shall be determined by the Fire Marshal. As an alternative to posting signs, the road edge or curb may be painted with a red 4 inch stripe with "FIRE LANE NO PARKING" in white letters stenciled on it. On fire access roads that meet the IFC requirements and

then add additional space for parallel parking on one side, the opposite side will be marked with required signage or striping for “no parking fire lane.”

- n. 503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.
- o. 503.4.1 Traffic calming devices. Traffic calming devices shall be prohibited unless approved by the fire code official.

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**ENGINEERING: Brian Wirt**

Senior Engineering Technician

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**Comments**

1. Frontage along Washington Ave will need to meet current ADA Standards for sidewalks, curb ramps and crosswalks following the Mukilteo Development Standards.

**4.7.14.7 Pedestrian Treatments**

In order to provide pedestrian safety, accommodations for pedestrians shall be designed into all intersections where pedestrians are expected to be present. Pedestrian accommodations include sidewalks, crosswalks, pedestrian refuge islands, and accommodations for pedestrians with disabilities.

**Questions**

1. Can the frontage improvements be deferred to phase 2? **No, there is no guarantee of phase two submittal or completion.**
2. Since the detention pond parcel is not being developed and currently owned by the district, can we get an exemption from ROW improvements? **The new detention required for phase one will require work in the parcel (pipes, outflow, possible resizing of the detention pond) no exemption will be accepted.**



3. Traffic study required for no added student attendance. Capacity vs. enrollment? **See above conclusion regarding traffic and parking.**
4. Clearing and tree retention not applicable.
5. Grading in cubic yards.

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**STORMWATER:** **Matthew Geiger**  
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These notes are intended to offer preliminary information on likely stormwater requirements for your proposal prior to submitting a formal application. The comments are based on the information provided at the time of the meeting and do not vest any application. Requirements are subject to change as the project is refined or additional guidance is adopted.

### Preliminary Project Information

<input type="checkbox"/> New Development (< 35% Existing Impervious)	<input checked="" type="checkbox"/> Redevelopment (≥ 35% Existing Impervious)
New Hard Surface (Sq. Ft.): <u>20,000</u>	Vegetation Disturbance (Sq. Ft.): _____
Replaced Hard Surface (Sq. Ft.): _____	Valuation of Improvements: \$ _____
New + Replaced Hard Surface (Sq. Ft.): _____	Discharge Location / Waterbody: <u>Existing private storm/Big Gulch</u>

☒ This project may require a Construction Stormwater General Permit from the Washington State Department of Ecology.

### Stormwater Minimum Requirements

Based on the information provided, the following Minimum Requirements (MR) shall be submitted with the application. Please refer to the Department of Ecology Manual for project MR thresholds and information on each requirement.

- ☒ MR #1, Preparation of Stormwater Site Plan (see Appendix D of MDS for requirements).
- ☒ MR #2, Construction Stormwater Pollution Prevention Plan (SWPPP).
  - If only MR #2 applies, no separate Stormwater Permit Application is required for submittal.
  - Qualifying small projects may use the City's SWPPP template as available on the City's website.
  - Projects that trigger a Construction Stormwater General Permit must prepare a SWPPP that satisfies the requirements of the Washington State Department of Ecology.
- ☒ MR #3, Source Control of Pollution.
- ☒ MR #4, Preservation of Natural Drainage Systems and Outfalls.
- ☒ MR #5, On-Site Stormwater Management (See BMP lists below).
- ☒ MR #6, Runoff Treatment.
- ☒ MR #7, Flow Control.
- ☒ MR #8, Wetlands Protection.
- ☒ MR #9, Operations and Maintenance.

To meet MR #5, you will need to evaluate the list of Best Management Practices (BMPs) in the order listed to determine the first feasible BMP for each surface type. Many BMPs require geotechnical or other professional services to evaluate site-specific information against feasibility criteria, competing needs, and other design elements as identified for each in the Ecology Manual. If the BMP is considered infeasible, then your Stormwater Site Plan must include site-specific evidence.

<b>BMP LIST 1, FOR PROJECTS WITH MINIMUM REQUIREMENTS #1 – #5</b> Evaluate feasibility in the order listed for each surface type. See Ecology Manual for design criteria.		
<i>Surface Type</i>	<i>Best Management Practice (BMP)</i>	<i>2019 Ecology Manual Reference</i>
Lawn & Landscaped Areas	1. <del>Post Construction Soil Quality and Depth (BMP T5.13)</del>	Volume V, Chapter 11
Roofs	1. <del>Full Dispersion (BMP T5.30), or</del>	Volume V, Chapter 3
	<del>Downspout Full Infiltration Systems (BMP T5.10A)</del>	Volume V, Chapter 4
	2. <del>Rain Gardens (BMP T5.14), or</del>	<i>Rain Garden Handbook for Western Washington</i>
	<del>Bioretention* (BMP T7.30)</del>	Volume V, Chapter 5
	3. <del>Downspout Dispersion System (BMP T5.10B)</del>	Volume V, Chapter 4
	4. <del>Perforated Stub-out Connection (BMP T5.10C)</del>	Volume V, Chapter 4
Other Hard Surfaces	1. <del>Full Dispersion (BMP T5.30)</del>	Volume V, Chapter 3
	2. <del>Permeable Pavement (BMP T5.15), or</del>	Volume V, Chapter 5
	<del>Rain Gardens (BMP T5.14), or</del>	<i>Rain Garden Handbook for Western Washington</i>
	<del>Bioretention* (BMP T7.30)</del>	Volume V, Chapter 5
	3. <del>Sheet Flow Dispersion (BMP T5.12), or</del>	Volume V, Chapter 3
	<del>Concentrated Flow Dispersion (BMP T5.11)</del>	Volume V, Chapter 3
<b>BMP LIST 2, FOR PROJECTS WITH MINIMUM REQUIREMENTS #1 – #9</b> Evaluate feasibility in the order listed for each surface type. See Ecology Manual for design criteria.		
<i>Surface Type</i>	<i>Best Management Practice (BMP)</i>	<i>2019 Ecology Manual Reference</i>
Lawn & Landscaped Areas	1. Post Construction Soil Quality and Depth (BMP T5.13)	Volume V, Chapter 11
Roofs	1. Full Dispersion (BMP T5.30), or	Volume V, Chapter 3
	Downspout Full Infiltration Systems (BMP T5.10A)	Volume V, Chapter 4
	2. Bioretention* (BMP T7.30)	Volume V, Chapter 5
	3. Downspout Dispersion Systems (BMP T5.10B)	Volume V, Chapter 4
	4. Perforated Stub-out Connections (BMP T5.10C)	Volume V, Chapter 4
Other Hard Surfaces	1. Full Dispersion (BMP T5.30)	Volume V, Chapter 3
	2. Permeable Pavement (BMP T5.15)	Volume V, Chapter 5
	3. Bioretention* (BMP T7.30)	Volume V, Chapter 5
	4. Sheet Flow Dispersion (BMP T5.12), or	Volume V, Chapter 3
	Concentrated Flow Dispersion (BMP T5.11)	Volume V, Chapter 3

\*Bioretention systems require a design prepared by a licensed engineer. Projects that require MR #1-5 only, typically use rain gardens.

## Stormwater Permit Application Submittal Requirements

Based on the information provided, the following items will be required for a complete Stormwater Permit Application. Electronic submittals are requested in addition to the paper quantities listed below.

1. One (1) Stormwater Permit Application (found within the Engineering Application as available online or at City Hall).
2. For projects that do not require MR #1: submit two (2) scaled drawings of the stormwater connection instead of a Civil Plan and a Stormwater Site Plan (MMC 13.12.160.C.b).
3. Two (2) stamped and signed Stormwater Site Plan (Drainage Report) (see **Appendix D of Mukilteo Design Standards (MDS) for requirements**).
4. Two (2) original, stamped Civil Plan (see **Appendix B and C of MDS for requirements**).
5. Two (2) original, separately bound Construction Stormwater Pollution Prevention Plan (SWPPPs) that address all 13 elements as defined in the Ecology Manual. Projects that require a Construction Stormwater General Permit must submit a SWPPP as prepared for the Washington State Department of Ecology.
6. Two (2) original, stamped, and separately bound Geotechnical Report addressing onsite stormwater management to address the feasibility criteria of Minimum Requirement #5.
7. One (1) signed grant of easement for inspection and covenant for maintenance of permanent stormwater improvements (see MMC 13.12.160(F)). A template is available. Modifications to the template may result in additional review fees. The signed covenant must be submitted at the time of application.

## Additional Notes

1. This project may require a Construction Stormwater General Permit from the Washington State Department of Ecology as it is part of a greater plan of development to replace the entire elementary complex.
2. Stormwater is currently detained in a private detention pond near west of the project. This pond will likely need to be retrofitted for additional capacity and to modern standards if it is utilized in the Mukilteo Elementary School redevelopment project.
3. Attached is the Title 13.12 MMC Surface Water Management Ordinance NO. 1458 adopted in June 2022.

## Other Resources:

- Stormwater Network Viewer Map - Available on City's website



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## COMMENTS FROM EXTERNAL AGENCIES

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### Comments Received from External Agencies:

1. Mukilteo Water and Wastewater attended the meeting. Please reach out to them directly for the information following the meeting.

## How to Submit Documents

Physical copies must be submitted to the Permit Center using either of the following methods:

- In person, delivery or courier service during regular business hours; or
- By regular mail.

Electronic copies, though not required by the Mukilteo Municipal Code, help to expedite review of the application. Electronic copies may be submitted:

- By email to [permittech@mukilteowa.gov](mailto:permittech@mukilteowa.gov);
- Via the Online Permit Portal; or
- If the documents are too large to email, please request a secure document transfer link from [permittech@mukilteowa.gov](mailto:permittech@mukilteowa.gov).

## Next Steps

You are welcome to submit documents to the City using the above directions.

Feel free to contact me with any questions at [sedghill@mukilteowa.gov](mailto:sedghill@mukilteowa.gov) or (425) 263-8078

Sincerely,

A handwritten signature in blue ink that reads "Shawn J. Edghill". The signature is fluid and cursive, with the first name "Shawn" being more prominent than the last name "Edghill".

Shawn Edghill

Associate Planner