



Land Use & Economic Development Committee

Wednesday, August 4, 2021
5:30 PM - 7:00 PM

(MEETING HELD VIA ZOOM)

Meeting Notes

Land Use & Economic Development Committee Attendees

Present: Councilmember Emery
Councilmember Harris
Councilmember Marine

Other Attendees

Community Development Director Osaki

CALL TO ORDER - 5:45 PM (delayed due to technical difficulties)

1. Economic Recovery

As follow up to a July 7, 2021 Land Use & Economic Development (LU&ED) Committee agenda item, Community Development Director Osaki mentioned that he met with Economic Alliance Snohomish County (“EASC”) staff to discuss City economic development initiatives, opportunities and challenges. The information will be used by the EASC to understand unique needs for each jurisdiction and to identify possible avenues of EASC support.

Community Development Director Osaki mentioned that the economic development issues raised by the LU&ED Committee at its July 7, 2021 meeting were passed on to EASC staff. This includes making Mukilteo distinctive and compatible with regional marketing, exploring other industries such as biotech and artificial intelligence, and implementing a City-wide economic development visioning and planning process.

2. Land Use and Growth Management Discussion

Community Development Director Osaki mentioned that the August 9, 2021 City Council meeting would feature a presentation on land use and growth management. This LU&ED Committee agenda item is a presentation of what the City Council will hear August 9, 2021.

Items discussed included:

A. Growth Management Act

Planning in Washington State operates under a legal framework called the Washington State Growth Management Act (“GMA”). The “GMA” requires certain cities and counties in the State to develop and adopt a comprehensive plan and development regulations to manage population growth over a 20 year period.

The GMA includes three chapters (RCW chapters 36.70A, 36.70B and 36.70C) as follows:

36.70A Growth management - Planning by Selected counties and cities

This chapter requires, as examples, comprehensive plans with certain “elements”, implementing development regulations to be consistent with the plan, public involvement, urban growth areas, and critical areas ordinances (e.g. wetlands, streams, steep slopes).

36.70B Local project review

This chapter established permit processing requirements, including permit timelines and permit public notice requirements. The intent was to reduce permitting costs by eliminating the potential for permit overlap and duplication.

36.70C Judicial review of land use decisions

This chapter reformed the process for judicial review of land use decisions made by local jurisdictions, by establishing uniform, expedited appeal procedures.

Community Development Director Osaki stated that the role of the Mukilteo City Council primarily falls under RCW 36.70A above. The Mukilteo City Council take final actions on the adoption of plans, policies and development regulations. The Mukilteo City Council’s role with discretionary project permit applications (RCW 36.70B) is extremely limited.

B. Mukilteo Comprehensive Plan 2035 and Development Regulations

The current *Mukilteo Comprehensive Plan 2035* was adopted in 2015 and contains following “elements”:

- Land Use
- Transportation
- Housing
- Utilities
- Capital Facilities
- Economic Development
- Parks, Recreation and Open Space

City subarea and functional plans have been adopted as part of the *Mukilteo Comprehensive Plan 2035*. Examples include:

- Japanese Gulch Creek Master Plan (2016)
- Downtown Waterfront Master Plan (2016)
- Downtown Business District Subarea Plan (2009)
- Parks, Recreation, Open Space and Arts Plan (PROSA) (2017)
- By The Way (BTW) Plan (2017)
- Shoreline Master Program (2019)

Councilmember Harris expressed interest in creating a separate comprehensive plan historic preservation element to provide for greater recognition of indigenous peoples.

C. 2024 GMA Update

The GMA requires local governments to review and, if necessary, amend comprehensive plans and development regulations every eight (8) years to ensure they are up to date and current

The next update must be completed by June 30, 2024. The 2024 GMA update will generally involve:

- Amendments to comprehensive plans and development regulations to ensure compliance with GMA requirements, especially changes to the GMA made since the last required update.
- Respond to amendments made to the multi-countywide planning policies (MCP's) and countywide planning policies (CPP's).
- Incorporate new 20-year growth (population/housing) and employment targets to the year 2044 (current comprehensive plan targets are to the year 2035).

D. GMA Hierarchy

The LU&ED Committee was presented with a GMA Hierarchy concept that identifies the inter-relationships of various GMA concepts/requirements.

The hierarchy identifies GMA statewide planning goals, multi-county planning policies (*contained in PSRC VISION 2050*), Countywide Planning Policies (CPP's) and how these relate to local comprehensive plans and development regulations.

It was mentioned that the CPP's are used to assign each jurisdiction its share of projected population/housing and employment growth for the planning period. The 2024 GMA update planning period will be to 2044. The process in Snohomish County to assign 2044 population and 2044 employment targets to individual cities, towns and the County has recently begun.

E. Comprehensive Plan Implementation

Comprehensive plans are implemented in three primary ways.

(1) Development Regulations

Development regulations include code requirements such as zoning ordinances, critical areas ordinances, sign codes, shoreline master programs, subdivision ordinances etc. A development regulation is not a permit.

(2) Capital Financing Decisions (Projects)

Where capital investments are directed and constructed can implement the comprehensive plan.

The GMA Capital Facilities Element requires that local governments have a capital improvement program (CIP) that identifies likely capital improvements, with project costs and proposed methods of financing, for at least a six-year period.

Staff is currently developing an updated six-year CIP to be brought forward to the City Council as part of the upcoming 2022 City budget process.

(3) Programs and Services

A third way to implement the comprehensive plan is by offering programs and services such as recreational programs, supporting volunteer efforts or contracting with agencies for programming and services.

F. Land Use Processes

Three type of land use processes were discussed.

Legislative Process

- Legislative land use processes involve developing/adopting comprehensive plan/subarea plan amendments and development regulation amendments. These tend to be amendments to plans, policies and regulations that affect a broader area, rather than a site-specific parcel.

In Mukilteo, legislative actions are primarily a Planning Commission and City Council function, with the City Council having final decision-making authority.

Quasi-Judicial Process

- Quasi-judicial processes involve holding public hearings and making recommendations/decisions on discretionary land use permit applications (e.g. variances, conditional use permits).

In Mukilteo, quasi-judicial proceedings are primarily a Hearing Examiner function.

Ministerial/Administrative Process

- Ministerial/Administrative processes apply clear and objective standards to a permit. An example would be a building permit, where the application is reviewed against adopted code requirements. This is a staff function.

3. LU&ED Committee September Meeting Date

The LU&ED Committee decided to move its Tuesday, September 7, 2021 LU&ED meeting to Wednesday, September 8, 2021 as the City Council will meet Tuesday September 7, 2021 due to the Labor Day holiday.

The LU&ED Committee also discussed meeting in person in the future, and also that it should meet the first Wednesday of the month to reduce the need to reschedule meetings from Tuesdays. Staff indicated it would look into this.

ADJOURNMENT: 7:00PM