

**CITY OF MUKILTEO  
MUKILTEO, WASHINGTON**

**RESOLUTION NO. 2021-01**

**A RESOLUTION OF THE CITY OF MUKILTEO, WASHINGTON, ADOPTING  
A HOUSING ACTION PLAN PURSUANT TO REVISED CODE OF  
WASHINGTON (RCW) 36.70A.600.**

---

**WHEREAS**, Revised Code of Washington (RCW) 36.70A.600 provides for cities planning under the Growth Management Act (GMA) to prepare a Housing Action Plan (HAP); and

**WHEREAS**, the goal of the HAP is to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market; and

**WHEREAS**, preparation of the HAP involved extensive public outreach that included stakeholder interviews, a stakeholder advisory group, community meetings, planning commission and city council public hearings, and City webpages that made available related documents and allowed for early and continuous public participation and public comment; and

**WHEREAS**, the HAP includes recommended strategies for future consideration and study along with a timeline for when specific strategies might be studied; and

**WHEREAS**, the City coordinated preparation of the HAP with the Washington State Department of Commerce to ensure the HAP meets the requirements of RCW 36.70A.600;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MUKILTEO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

**Section 1. Proposed Housing Action Plan – Adopted.** The Mukilteo City Council adopts the Housing Action Plan, attached as Exhibit A and incorporated herein by reference.

**Section 2. Findings and Conclusions.** In support of this resolution, the Mukilteo City Council adopts the Findings and Conclusions attached hereto as Exhibit B and incorporated herein by this reference.

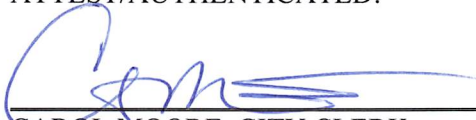
**Section 3. Transmittal to the Department of Commerce.** The Community Development Director is hereby directed to submit the adopted Housing Action Plan and all supporting documentation to the Washington State Department of Commerce by June 15, 2021.

**RESOLVED** by the City Council and **APPROVED** by the Mayor this 7<sup>th</sup> day of June, 2021.

APPROVED:

  
\_\_\_\_\_  
JENNIFER GREGERSON, MAYOR

ATTEST/AUTHENTICATED:



---

CAROL MOORE, CITY CLERK

FILED WITH THE CITY CLERK: 06/07/2021  
PASSED BY THE CITY COUNCIL: 06/07/2021  
RESOLUTION NO. 2021-01

## Findings of Fact & Conclusions

**Based on the May 17, 2021 City Council public hearing and on a review of the Housing Action Plan, the Mukilteo City Council makes the following Findings of Fact:**

1. The City of Mukilteo is required to plan for growth under the Washington State Growth Management Act (GMA), codified in Chapter 36.70A of the Revised Code of Washington (RCW). The GMA requires the City adopt and implement an internally-consistent comprehensive plan that includes, at a minimum, elements for land use, housing, capital facilities, utilities, transportation, economic development, and parks and recreation. The GMA further includes a series of goals for the comprehensive plan and requirements for each element of the plan. The following goals and requirements of the GMA relate to the Housing Action Plan (HAP):
  - a. The housing goal of the GMA is to “encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock” (RCW 36.70A.020(4)).
  - b. The citizen participation and coordination goal of the GMA is to “encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts” (RCW 36.70A.020(11)).
  - c. The Land Use Element must designate the distribution and location of land uses, including housing, and include estimates of future population growth (RCW 36.70A.070(1)).
  - d. The Housing Element must provide for the preservation, improvement and development of housing, identify sufficient land for housing, and make adequate provisions for the existing and projected housing needs for all economic segments of the community (RCW 36.70A.070(2)).
2. The City Council of Mukilteo adopted its GMA-based Comprehensive Plan on December 27, 1994, making major periodic updates with the most recent being the 2015 Comprehensive Plan Update – Moving Mukilteo Forward, which identified goals and policies for Land Use and Housing within the City of Mukilteo.
3. The City is preparing for an upcoming major periodic update to its Comprehensive Plan, including an update to the Land Use and Housing Elements, that includes an inventory and analysis of existing and projected housing needs, due by June 30, 2024.
4. The City’s Comprehensive Plan sets goals and policies to ensure that Mukilteo remains safe, vibrant, and sustainable for the next 20 years. The following goals and policies relate to the HAP:

Goal:       *Healthy Built Environment.* The built environment addresses the physical and structural parts of the city, including what the city looks like, where residents live, how they get around, and how they live. Examples of how to achieve and maintain a quality built environment include:

- Providing a Variety of Housing Options Serving All Populations
- Sustaining a Vibrant Old Town
- Maintaining Neighborhoods
- Balanced Growth
- A Complete Transportation System
- Fostering Efficient Use of Resources

Goal: *Authentic Public Participation.* To have authentic participation the city's leadership must prioritize engaging community members and proactively focus on providing a wide variety of meaningful opportunities to participate in city governance. The leadership must not exclude any voices and shall strive to remove barriers that inhibit or discourage involvement. Examples of authentic public participation include:

- Transparent and Responsive Leadership
- Collaborative Community Planning
- Publicly Acknowledging the Value of Volunteerism
- An Engaged Public with Equitable Opportunities to Participate

Goal: *Healthy Community.* A healthy and safe community addresses how the community impacts individual health and well-being. Characteristics that a healthy community should have include:

- Pedestrian & Bike Friendly
- Clean Water & Air
- Recreation Opportunities for All Ages
- Access to Healthy Foods
- Ability to Age in Place
- Access to Healthcare

LU1: The population growth of Mukilteo shall be managed in collaboration with Snohomish County, Puget Sound Regional Council and Washington State Office of Financial Management.

LU2d: New development and redevelopment shall provide housing, increased opportunities for employment, services, retail options, recreational activities, and enjoyment of the arts compatible with and complementary to the residential character of the neighborhoods.

HO1: Retention of existing housing stock should be a city priority.

HO1a: Programs that support the rehabilitation and maintenance of older and/or historical housing stock should be investigated and supported.

- HO1b: Programs that assist residents to age in place and stay in their dwelling units even after retirement should be investigated and supported.
  - HO3: The City shall support fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, familial status, source of income, or disability.
  - HO4d: The City shall pursue programs on its own that will actively preserve existing affordable housing units, facilitate creation of additional affordable housing units, and assist private homeowners in maintaining their house.
  - HO5: A wide variety of housing options should be encouraged in the city's residential and mixed use zoning districts to meet demands for housing, including affordable housing.
5. In 2019, Commerce issued its "Housing Memorandum: Issues Affecting Housing Availability and Affordability" report. The report examined the effects of planning regulations and the ability of local governments to use planning as a tool to promote housing affordability. In key part, the report reads: "... Targeted changes in planning and development policy can be implemented to incent[ivize] developers to produce more housing, and to do so at lower costs. Though these changes may be small, with incremental effects, cumulatively they can have a significant ability to encourage more housing...."
  6. In 2019, the Legislature passed and the Governor signed into law Engrossed Second Substitute House Bill 1923 (HB 1923). HB 1923 amended the GMA to add RCW 36.70A.600, which encourages local government actions to evaluate and address housing issues as part of a public process and provided grant funding for this work.
  7. In Fall 2019, the City applied for and was awarded grant funding from the Department of Commerce (Commerce) to prepare a HAP in accordance with RCW 36.70A.600(2). The HAP should:
    - a. Quantify existing and projected housing needs for all income levels (RCW 36.70A.600(2)(a));
    - b. Develop strategies to increase the supply of housing and variety of housing types based on the housing needs (RCW 36.70A.600(2)(b));
    - c. Analyze population and employment trends, including projections (RCW 36.70A.600(2)(c));
    - d. Consider strategies to minimize displacement of low-income residents resulting from redevelopment (RCW 36.70A.600(2)(d));
    - e. Review and evaluate the currently adopted Housing Element of the City's Comprehensive Plan (RCW 36.70A.600(2)(e));
    - f. Provide for participation and input from the community (RCW 36.70A.600(2)(f));
    - g. Include a schedule to implement the recommendations of the HAP (RCW 36.70A.600(2)(g)).

8. Consistent with HAP requirements, a Housing Needs Assessment (HNA) was prepared based on guidance from Commerce, and identified the following seven (7) current and future housing needs:
  - a. Entry-level homeownership options;
  - b. Housing options for moderate-income households;
  - c. A greater variety of rental housing;
  - d. A greater variety of housing sizes;
  - e. Housing attainable to Mukilteo's workforce;
  - f. Housing options for older adults; and
  - g. Increased housing production to meet the City's growth targets.
9. In support of the citizen participation and coordination goal of the GMA, the authentic participation goal of the City's Comprehensive Plan, and the requirement for participation and input from the community for the HAP, the City employed various public outreach methods to ensure broad public involvement, educate interested parties and obtain feedback. A special website was created with a form for submitting comments. All comments were made available for review on the website, and to Planning Commission and City Council as part of their public hearings and deliberations.

Except for the interviews and the meeting with the Mukilteo Youth Advisory Committee (MYAC), each of the following meetings was open to the public as well as recorded and made available on the City's website, along with meeting summaries or meeting minutes:

- a. Beginning in August 2020, the consulting team conducted 19 interviews to hear perspectives on housing in Mukilteo and hopes and concerns related to the HAP process. These interviews were conducted with residents, business owners, development professionals who have built housing in Mukilteo, and all seven members of City Council.
- b. In September 2020, the City created a Stakeholder Advisory Group (SAG) with various individuals to serve as a focus group consisting of community members, community groups, a local builder, a realtor, an employer, a nonprofit housing advocate, and the local school district. The SAG was charged with reviewing information, sharing perspectives, discussing potential strategies and assisting with broader community outreach. This group met in a series of four (4) meetings between October 2020 and February 2021.
- c. On October 15, 2020, Planning Commission met to discuss the draft Housing Needs Assessment (HNA) of the HAP.
- d. On November 5, 2020, the City held a community meeting to explain the HAP process, provide a summary of findings from the draft HNA, and to respond to questions and concerns of the community.
- e. On December 10, 2020, Planning Commission met to review public input to date.

- f. On January 11, 2021, City Council met to discuss the draft HNA and review public input to date.
  - g. On January 14, 2021, the City held a community meeting to review potential housing strategies and to respond to questions and concerns of the community.
  - h. On January 28, 2021, Planning Commission met to review potential housing strategies.
  - i. On February 9, 2021, the City met with MYAC to discuss the HAP and housing.
  - j. On March 18, 2021, Planning Commission met to review the draft HAP.
10. The strategies in the HAP are based on the findings of the HNA, an evaluation of the housing element in the currently adopted Comprehensive Plan and existing development regulations, and community input.
  11. The HAP does not amend the City's Comprehensive Plan or any development regulations adopted under the GMA. Guidance from the Washington State Department of Commerce was that State agency review in accordance with RCW 36.70A.106 is not required.
  12. Pursuant to the State Environmental Policy Act, the City of Mukilteo was designated as the lead agency. The City issued a duly-noticed Determination of Nonsignificance (DNS) on February 19, 2021, with a comment period and an appeal period. The appeal period ended on March 19, 2021, and no appeals were filed.
  13. On April 15, 2021, the Planning Commission held a duly-noticed public hearing to review public comment, accept public testimony, and consider the HAP. The Planning Commission recommended that the City Council approve Resolution No. 2021-01 with the Findings of Fact and Conclusions, as contained in Exhibit 1 of the Planning Commission's April 15, 2021 agenda bill with the following modifications:
    - a. Removal of the strategy to "Review the City's Zoning Framework";
    - b. Removal of the strategy to "Complete the Midtown Mukilteo Overlay"; and
    - c. Removal of the strategy to "Consider Completing Annexation."
  14. On May 17, 2021, the City Council held a duly-noticed public hearing to review public comment, accept public testimony, and consider the HAP. The Council moved to closed the public hearing.
  15. On June 7, 2021, the City Council completed deliberating the Housing Action Plan, including accepting additional public comment and testimony submitted after the May 17, 2021 public hearing, and made a final decision on the strategies presented in the HAP. The City Council adopted the HAP as contained in Exhibit 2 of the City's Council's May 17, 2021 agenda bill with the following modifications:
    - a. Removal of the strategy to "Review Accessory Dwelling Unit Regulations";
    - b. Removal of the strategy to "Review Duplex Regulations";
    - c. Removal of the strategy to "Review Cottage Housing Regulations";
    - d. Removal of the strategy to "Review Townhome Regulations";

- e. Removal of the strategy to “Review Mixed-Use Development Regulations”;
- f. Removal of the strategy to “Improve Permit Processing”;
- g. Removal of the strategy to “Review Subdivision Procedures”;
- h. Removal of the strategy to “Review Bulk Regulation Standards”;
- i. Removal of the strategy to “Adopt Short-Term Rental Regulations”;
- j. Removal of the strategy to “Review the City’s Zoning Framework”;
- k. Removal of the strategy to “Complete the Midtown Mukilteo Overlay”; and
- l. Removal of the strategy to “Consider Completing Annexation.”

The three strategies retained in the final HAP are:

- m. The strategy to “Review Comprehensive Plan Language”;
- n. The strategy to “Educate About Programs to Help Residents Stay in Their Homes”; and
- o. The strategy to “Expand Senior Housing Options.”

**Based on the foregoing Findings of Fact, the Mukilteo City Council hereby makes the following Conclusions:**

1. The HAP is consistent with the goals and policies of the City’s Comprehensive Plan and protects the public health, safety and welfare.
2. The City has complied with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW).
3. The City has complied with the requirements for public notice (Chapter 17.13 MMC).
4. After taking public comment and considering the Planning Commission’s recommendation at the City Council’s duly-noticed May 17, 2021, public hearing, the Mukilteo City Council adopted the HAP as contained in Resolution No. 2021-01.