



June 30, 2022

Transmitted by Email

Matt Hough – CPH Consultants
11321-B NE 120th Street
Kirkland WA 98034

RE: Request for Additional Information for Carrik Court at 8516 and 8616 Mukilteo Speedway (Snohomish County Assessor Parcel No(s) 00611600013402, 00611600013500, and 00611600013600)

File Nos. PPR-2022-001/ENG-2022-004/CAR-2022-003/SEPA-2022-001

Dear Matt Hough,

The City of Mukilteo received your application to develop a mixed-use commercial and multifamily residential project with a total of 122 residential townhome units and 9,600 square feet of commercial floor area on an approximately 9.6-acre site on January 31, 2022 on the property located at the above address. The City determined the application complete on March 29, 2022.

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

All of the comments and corrections in this letter must be addressed prior to a decision. Please submit a single package containing a cover letter that addresses each comment in this letter along with all required documents. Incomplete or partial resubmittals will not be accepted for permit review. Detailed instructions are included at the end of this document.

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/>

PLANNING: **Linda Ritter**
Senior Planner
T: 425.263.8043 | E: lr Ritter@mukilteowa.gov

Comments

1. Please submit a lot line adjustment application to combine the lots for development. The plan set shows one overall parcel which does not reflect Snohomish County SCOPI (County GIS map). Your permit will not be issued until the lot line adjustment has been recorded with the County.
2. Please revise Sheet C0.00 to include maximum hard surface coverage allowance. Per MMC 17.20.028 allows 80% of the lot area to be covered with hard surfaces. Please include your calculation of hard surfaces on-site. The project is located in a split zone; the site is zoned Community Business (CB) and Planned Community Business (PCB); however, the entire site will need to demonstrate compliance with the most restrictive requirements from both zones.
3. Describe how the project meets each of the criteria of MMC 17.20.110(A)(1-4). This is not addressed in the land use narrative.
4. The maximum height permitted in the CB and PCB zone is 35 feet. However, regulations of MMC 17.51 apply to the site. The maximum height for a townhouse is 30 feet per MMC 17.51.050(F)(6).
5. Elevations should be revised to indicate the direction the elevation is facing instead of “left” or “right”. Please revise.
6. The rear elevation for the commercial uses does not reflect the site plan. The elevations show a rear face to the commercial uses when the site plan shows that they are attached. Please revise the rear elevation to show the townhome units are attached in the rear, if they are. If the townhome units are not attached, please revise the site plan to demonstrate this.
7. Provide floor plans for the commercial mixed use buildings showing the commercial and residential portion since the buildings are connected.
8. Per MMC 17.25C.040(B), projects in the PCB zone require consistency in their materials and architectural elements. Elevations do not indicate the colors, materials, or brands used on proposed buildings. Please revise the elevations to include these call outs.
9. Revise the narrative to specifically address how the overall site meets each of the architectural standards of MMC 17.25C.040(B)(1-2, 4-5).
10. Per MMC 17.25C.040(B)(3), untreated blank walls exceeding 20 feet in length or 200 square feet in area are prohibited and shall be treated using one of the below measures. There are building facades that are blank exceeding 200 square feet that will require one of the below measures. Please identify your chosen method(s) of treatment and revise the elevations and/or landscape plan to reflect these changes.

- i. Vertical trellis with climbing vines or other plant materials that are anticipated to screen at least fifty percent of the wall's surface within four years.*
 - ii. Landscaped planting bed at least eight feet wide or a raised planter bed at least two feet high and three feet wide in front of the wall with planting materials that are anticipated to screen at least fifty percent of the wall's surface within four years.*
 - iii. Artwork over at least fifty percent of the blank wall surface.*
11. Please submit a photometric plan to demonstrate compliance with MMC 17.56.120, which requires on-site lighting to be reflected away from any dwelling unit and the public right-of-way.
12. Please note the location of any freestanding signage that is proposed on the site plan.
13. The City evaluates parking requirements based on the proposed use. Please identified anticipated or confirmed commercial uses for the project. Please update Sheet C0.00 to include the parking calculations, parking stalls required, and parking stalls provided. If general retail stores that are multi-tenant are proposed, 4.5 stalls per 1,000 square feet is required and would require 43 parking stalls. The site plan shows 31 parking stalls on the street.
14. There are options if you are attempting to reduce your parking requirements based on the mixed-use nature of the development. See MMC 17.56.050-17.56.080 and confirm if you are requesting a reduction through one of these means. Please note that MMC 17.56.050 is only applicable to attached buildings that would have mixed occupancies.
15. The commercial parking needs to be separate from the residential parking. Please describe how commercial parking needs will not impact residential parking needs. While townhomes only require parking spaces per 2 units, there will be an anticipated guests visiting the residents of the development. No street parking is available on Mukilteo Speedway or 88th Street SW. MMC 17.25.090(E) requires 1 guest parking space for every 4 units. This is an additional 31 parking spaces. Revise the site plan to show the required parking.
16. Each commercial structure requires a loading space per MMC 17.56.090 that shall be 10 feet in width and 20 feet in length. There are four commercial buildings proposed which require four loading stalls. Please identify the location of the loading stalls on the site plan.
17. Please identify the location of accessible parking stalls on the site plan.
18. Demonstrate the location of residential driveways on the site plan.
19. Please identify the accessible pathway from the right-of-way and the parking lot to commercial uses.
20. Per MMC 17.51.050(B), up to fifty percent of the open space requirement may be located on unbuildable land if the land can be utilized for a recreational use. There are no uses proposed on the unbuildable lands. Please describe the recreational use of this area or revise the plan to meet open space requirements.

21. Submit documentation describing who will maintain the landscaped areas of the overall development per MMC 17.51.110.
22. The narrative describes a formal park space to provide recreational opportunity but does not show such on the site plan. Please revise the site plan to include the park and describe the amenities available at the park.
23. Delineate the specific landscape areas required for open space and parking lot landscaping. Parking lot landscaping cannot be counted towards meeting other landscaping requirements. Include a table on the plan set indicating the areas for each landscaping type provided corresponding to the delineation.
24. Per MMC Table 17.58.047, a landscape area of 30-feet in width with Type III or Type V landscaping is required between the right of way and the commercial buildings along Mukilteo Speedway. Approximately 18 feet in landscaping is provided.
25. Townhomes shall have horizontal or vertical variation within the front façade and between the front building faces of adjoining rows of units per MMC 17.51.050(F)(4).
26. There is a lack of variation in the townhomes because there is a lack of change in the details and materials horizontally and vertically on each building that does not demonstrate how each unit is distinct. There are side elevations of some homes that are visible from the frontages of adjacent townhomes which also lacks variation in design.
27. Please revise elevations and describe how the project meets this design criteria.
28. Please demonstrate the location and design of the trash enclosure(s) for the commercial uses. Please note that landscaping around the base of the enclosure is required by MMC Table 17.58.047.
29. Per the email from Ashley Kees, Snohomish Watershed Habitat Biologist with the Washington Department of Fish and Wildlife dated June 16, 2022, please consider the following options for the relocation of the stream and wetland:

“After further discussion with Ecology and the City of Mukilteo, I would like to offer two options for your consideration that would open up additional space for the channel relocation to take place:

Option 1: Eliminate Building J so there is more room for a stream meander.

Option 2: Remove 3-4 of the residential units in Building J and add them to Building B so there is more room for a stream meander. This would make Building J smaller and Building B longer, while not reducing the number of residential units.”

The City, Ecology, Fish and Wildlife and the US Army Corps of Engineers will be happy to meet with you to discuss other alternatives if needed.

ENGINEERING: **Brian Wirt**
Senior Engineering Technician
T: 425.263.8085 | E: bwirt@mukilteowa.gov

Comments

Civil Plans

1. The frontage on 88th St SW is included in the city's By the Way Plan (BTW Plan), project # 35. This plan will require a 10' travel lane w/sharrow, 8' rain garden, and a 10' multi-use pathway with tree boxes on the north side of 88th St SW.
2. Current proposal will not work with the access/egress over the wetland. A deviation will need to be submitted and approved for a second access off SR 525. Any development that requires the construction or improvement of a driveway or construction of any street classification that intersects a state or federal highway shall be designed in accordance with the Standards, WAC 468-52, and the WSDOT Highway Access Management Guidebook.
3. See the attached document from Blueline for comments regarding additional information needed to complete the engineering review.

STORMWATER: **Matthew Geiger**
Surface Water Technician
T: 425.263.8082 | E: mgeiger@mukilteowa.gov

Comments

1. See the attached document from Blueline for comments regarding additional information needed to complete the stormwater review.

COMMENTS FROM EXTERNAL AGENCIES AND PUBLIC COMMENT

Comments Received from External Agencies and the Public:

The City received the following comments from external agencies. Comments from these agencies are either for your information or should be addressed as part of the permitting or construction phases of the project. The comments from the public are provided for your information, and while you are encouraged to consider and respond, you are not required to do so. Any comments related to impacts to the environment or other items already required by law are addressed in the previous sections of this letter:

1. All comments received can be reviewed at <https://mukilteowa.gov/carrik-court/>.

REQUIRED ITEMS AND NEXT STEPS

The following items must be updated and resubmitted to the City:

Required Documents	Revised Copies Needed
<input type="checkbox"/> 1. Site Plan – 24” x 36”	2
<input type="checkbox"/> 2. Reduced Site Plan – 11” x 17”	2
<input type="checkbox"/> 3. Civil Plans – 24” x 36” sheet size, except as noted	2
<input type="checkbox"/> a. Civil Cover Sheet	2
<input type="checkbox"/> b. Civil Site Plan	2
<input type="checkbox"/> c. Reduced Civil Site Plan – 11” x 17” sheet size	2
<input type="checkbox"/> d. Topography Plan	2
<input type="checkbox"/> e. Clearing and Grading Plan	2
<input type="checkbox"/> f. Tree Protection and Retention Plan During Construction	2
<input type="checkbox"/> g. Temporary Erosion and Sediment Control (TESC) Plan	2
<input type="checkbox"/> h. Drainage Site Plan with Profiles and Details	2
<input type="checkbox"/> i. Road and Transportation Plan, including related drainage	2
<input type="checkbox"/> j. Mukilteo Traffic Control Plan (Temporary Traffic and Pedestrian Control Plan)	2
<input type="checkbox"/> k. Landscape Plan	2
<input type="checkbox"/> l. Soil Management Plan	2
<input type="checkbox"/> m. Utility Plan (existing and proposed)	2
<input type="checkbox"/> 4. Structural Plan for Engineered Walls	2
<input type="checkbox"/> 5. Geotechnical Report for Stormwater (see Mukilteo Development Standards)	2
<input type="checkbox"/> 6. Drainage Report / Stormwater Site Plan	2
<input type="checkbox"/> 7. Stormwater Pollution Prevention Plan (SWPPP)	2
<input type="checkbox"/> 8. Structural Plan for Stormwater Vault	2
<input type="checkbox"/> 9. Draft Physical Drainage Easement(s) per MMC 13.12.160(F)(1)	2
<input type="checkbox"/> 10. Draft City Stormwater Access Easement(s) per MMC 13.12.160(F)(3)	2
<input type="checkbox"/> 11. Draft Stormwater Maintenance Covenant per MMC 13.12.160(F)(7)	2
<input type="checkbox"/> 12. Approved WSDOT Traffic Control Plan (if impacting SR 525, SR 526 and/or SR 526 Spur)	2
<input type="checkbox"/> 13. Traffic Analysis / Impact Study	2

Required Documents	Revised Copies Needed
☐ 14. Draft Joint-Use & Maintenance Agreement for Private Roads/Joint-Use Driveways	2
☐ 15. Deviation Request(s) on the “Alternate Materials, Methods or Modifications” Form	2

How to Submit Required 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;
- 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.

Next Steps

All of the required items listed above must be submitted within 90 calendar days, or by **September 30, 2022**. Documents must in a comprehensible format and contain enough information to continue review of the application. Once all of the required items are received, the City will continue review of the application.

Please note that any time during which the City requests an applicant to correct plans, perform required studies or provide additional information will be excluded from the number of days the City has to complete review of an application, once the application is determined to be complete.

Expiration

If the required items are not submitted by the due date, the application will lapse for failure to submit in a timely manner and the file will be closed.

Time Extension

Prior to the submittal deadline, the applicant may request up to two (2) 90-day extensions. This request must be in writing. Extensions are granted at the sole discretion of the Planning Director.

If you have any questions, need clarification of a comment, or wish to schedule a meeting, please feel free to contact me at lrutter@mukiltowa.gov or (425) 263-8043.

Sincerely,

Linda Ritter

Linda Ritter

Senior Planner

cc: Melanie Davies, Wescott Holdings, Inc.

Attachments: Memo from Blueline to the City of Mukilteo

Email from Ashley Kees, Washington Fish and Wildlife