



# Land Use & Economic Development Committee

Tuesday, April 6, 2021  
5:30 PM - 7:00 PM

(MEETING HELD VIA ZOOM)

## Meeting Notes

### Land Use & Economic Development Committee Attendees

Present: Councilmember Marine  
Councilmember Harris  
Councilmember Emery

### Other Attendees

Mayor Gregerson  
City Administrator Powers  
Community Development Director Osaki  
Planning Manager Balisky

### CALL TO ORDER - 5:30 PM

#### **1. Economic Recovery**

Staff confirmed that the Land Use & Economic Development (LU&ED) Committee would like to invite Economic Alliance President and CEO Garry Clark to a future LU&ED Committee meeting. Staff will follow up with Mr. Clark on his availability for the Tuesday, May 4, 2021 LU&ED Committee meeting.

#### **2. Public Noticing - Mailing Radius Distance**

As follow up to its February 23, 2021 meeting, the LU&ED Committee continued discussion of mailing notice radii for land use development and other related projects.

The LU&ED Committee reviewed a list of potential development scenarios that might merit expanded public notice by mail. The list was mainly based on the LU&ED Committee's February 23, 2021 meeting discussion.

In reviewing the list, Councilmember Harris shared information about how many properties would receive a mailed notice using alternative distances from the former proposed Pacific Seafood development site on 44<sup>th</sup> Avenue West. Councilmember Harris selected Pacific Seafood as an example since that proposal generated the code amendment request.

Following discussion, the LU&ED Committee identified the following types of development proposals/projects for expanded mailing notice.

- Project Type
  - o Examples: Essential Public Facilities (e.g. Multimodal Ferry Terminal project, Wastewater Treatment Plant Expansion, Sound Transit Commuter Rail Station)

- Project Size
  - o Examples: Large industrial development by acreage and/or by building size (e.g. Pacific Seafood)
- Peak PM Trip Generation
  - o Examples: Commercial parking lot, Commercial day care, New street segments (Harbour Reach Corridor)
- Non-Residential Uses (Industrial, commercial, and public) within/adjacent to Residential Area, including if project access/traffic occurs along a transitional street or into/through a residential area
  - o Examples: Transition area along 44<sup>th</sup> Ave W, Hawthorne Hall
- Rezones
- Special Projects
  - o Examples: Major Comprehensive Plan Update, new subarea plan, etc.
- Other proposed development projects not specifically identified above as determined by the Department Director to warrant an additional mailing notice radius

The LU&ED Committee's discussion also included:

- The expanded public notice mailing radius could go up to, but not exceed, 1,000 feet. The specific mailing radius distance would be determined by staff and based on factors such as the surrounding development pattern (that would determine the how many properties might receive notice) and characteristics of the proposal (e.g. traffic pattern).
- The increased public notice mailing radius would be implemented using guidance provided in the list above rather than by a code amendment.
- In response to a question about how staff would ensure that this increased mailing notice procedure would be implemented over time, the LU&ED Committee was shown an existing internal Departmental procedure form. This form is used for all development projects requiring public notice. The form documents the type and extent of the public notice and includes a line item related to mailed notices and notification distances. Planning Division staff will use this form to inform the Permit Services Division (who prepares the mail list) if an increased mailing notice radius needs to be applied to a particular project.

Staff informed the LU&ED Committee of reduced Community Development Department Permit Services staffing levels that will occur over the next five months. Full implementation of the above procedure will occur when Permit Services staffing returns to full levels.

**ADJOURNMENT - 7:00 PM**

**Next Meeting Date/Time:** Tuesday, May 4, 2021, 5:30PM