



CITY OF
MUKILTEO

11930 Cyrus Way • Mukilteo, WA • 98275

City Council Land Use & Economic Development Committee
Wednesday, January 18, 2017
6:00-7:30 p.m.
Executive Conference Room

Meeting Report

Attendees:

Committee Members: Councilmember Whelpley, Councilmember Emery, and President and CEO Martin

City Staff: Community Development Director Love and Senior Planner Ritter

Absent: Councilmember Wheeler

Meeting Objective:

1. Approve Meeting Notes of November 16, 2016 meeting

Councilmember Whelpley and Emery approved the meeting notes as presented.

2. Planning Commission 2017 Work Plan

Community Development Director Love provided an overview of the draft 2017 Work Plan for the Planning Commission and Community Development Department. Director Love stated the work plan may change if the Council votes to move forward with pursuing removing Hawthorne Hall (current Boys & Girls Club building) from the historical register. This is a big undertaking and would require reevaluating the department's priorities for 2017. The City will be delayed in updating its Park Plan, which expires in 2018. In order to request funding from the Recreation and Conservation Office (RCO) for projects in the Waterfront Master Plan or the Comprehensive Plan an updated plan must be approved by Council and submitted to RCO prior to the current plan expiring.

Director Love identified several priorities that have to be completed in 2017 such as the Wireless Communication Facilities (WCF) code amendment and the traffic and park impact fee calculations code update. The WCF code update is required because federal regulations have changed and the current code does not address the latest techniques for small cell requirements. The impact fee code amendment is needed because the traffic and park fees have not been adjusted since 2005. The project list in the current traffic impact fee ordinance is outdated at this point and needs updating to include the projects identified in the BTW Plan.

The Committee further discussed the 2017 Work Plan and directed staff to clearly present to the Council the impacts to the Community Development Department's work plan if they choose to remove Hawthorne Hall from the historical registry. This could also create a potential loss of RCO funding for other projects that have been identified if priorities are shifted.

3. Planning & Community Development 2016 Year in Review

Community Development Director Love gave an overview of the Community Development Department's work performance for 2016 highlighting the Permit Center received a total of 4,054 walk-in customers, 5,130 phone calls, and issued 669 permits. The revenues for 2016 came in higher than projected due to the increase in development. Parking support proved to be a large portion of the Permit Center's work load once the new parking program took effect.

The Planning Department spent the majority of their time doing development review and long range planning. The number of commercial building permits increased as well as remodels and additions to existing homes were reviewed. Several plans were developed such as the BTW, Japanese Gulch Master Plan, and the Parking Facility Study. A small portion of the Planning Department's time was spent working on code enforcement which was put on hold due to staffing shortage and mandated code updates which were required to be approved prior to the end of 2016. Code updates included the deferred impact fees and low impact development code amendments.

The GIS Department has been working closely with the Public Works Department to verify information regarding the City's stormwater system. Approximately 50% or more of the GIS Coordinator and Technician's time is on stormwater related projects. With the help of the Public Works Stormwater Crew, the GIS department is mapping the location of catch basins and other stormwater facilities within the city limits. GIS support is currently being provided to all departments within the City. Director Love stated that in an effort to provide the public with mapping information, in 2017 the City will be deploying a web map and data portal for public use.

Next meeting:

The next meeting is scheduled for February 18, 2017 with a new time of 4:30 p.m.