



11930 Cyrus Way • Mukilteo, WA • 98275

City Council
Land Use & Economic Development Committee
Wednesday, April 5, 2017
4:30-6:00 p.m.
Executive Conference Room

Agenda

Invitees:

Committee Members: Councilmember Cook, Councilmember Emery, and Councilmember Whelpley

Alternate Committee Member: Councilmember Wheeler

Executive Branch: Mayor Jennifer Gregerson

Chamber of Commerce: President and CEO Martin

City Staff: Community Development Director Love
Planning Manager Osaki
Senior Planner Ritter

Discussion Topics:

1. Approve Meeting Notes
 - a. January 18, 2017
 - b. February 15, 2017
2. Presentation on Waste Management 2016 City of Mukilteo Annual Report by Will Ibershof, Public Sector Manager
3. Washington State Ferries Multimodal Terminal Mitigation Agreement
4. T-Mobile Request

Next Meeting: May 17, 2017, 5:30 pm



11930 Cyrus Way • Mukilteo, WA • 98275

City Council Land Use & Economic Development Committee
Wednesday, January 18, 2016
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.



11930 Cyrus Way • Mukilteo, WA • 98275

City Council Land Use & Economic Development Committee
Wednesday, February 15, 2017
Special Meeting Time: 4:00-5:30 p.m.
Executive Conference Room

Meeting Report

Attendees:

Committee Members: Councilmember Emery, Councilmember Cook,
Councilmember Alternate Wheeler and Mukilteo
Chamber President and CEO Martin

City Staff: Community Development Director Love and Assistant Planner
Almgren

Absent: Councilmember Whelpley

Meeting Objective:

- 1. Approve Meeting Notes of January 18, 2017 meeting**
The January meeting minutes were not approved and will be included in the next agenda packet materials.
- 2. Election of Officers**
Richard Emery will serve as the 2017 Land Use and Economic Development Committee Chair and Christine Cook will serve as the Vice-Chair.
- 3. Alliance for Housing Affordability**
Chris Collier, Program Manager for the Alliance for Housing Affordability, provided an overview of the Alliance's past and future work plans.
- 4. Discussion on the Art Funding Ordinance and Parks Plan**
City staff met recently to review the draft Art Funding Ordinance that was recommended by the Parks and Arts Commission. In reviewing the proposed draft, there appeared to be several gaps in the ordinance with little guidance on how the code was to be implemented. Specifically, the ordinance needs definitions and clarification on the types of projects would be subject to paying into the Arts Fund including the threshold for renovation and maintenance projects. Discussion also ensued on what the cumulative effect of the ordinance would have on City projects and how it would affect the overall capital projects

budget. The Committee recommended that the ordinance be reviewed further by the Parks and Arts Commission before it is forwarded to the full Council. Review topics should include: cumulative effect on the City budget, definitions, project size or dollar thresholds for contributing to the fund, type of projects subject to the ordinance, and costs to manage the program.

5. Wireless Communication Facility Code Amendment

The City of Mukilteo's current WCF land use regulations were adopted in 1998 based on the Federal Telecommunications Act of 1996. With the growth of the wireless communication industry since 1996, there have been further federal actions related to the siting of WCF. The FCC has time frames for processing of WCF's permits as well as limits on local government permit authority on certain wireless facilities. It is time for the City to update its code to make it current with FCC requirements.

In addition to updating the Code with regards to FCC regulations, many WCF carriers are looking at new technologies that can accommodate the 5G network. This new technology consists of placing small cells nodes on existing utility poles, light poles, or new poles to create a network that provides consistent service across a targeted area. There is currently widespread pressure to deploy these small cell facilities throughout Puget Sound in order to prevent slow data speeds, increased video buffering times, disruption to video calls, connection problems and dropped or incomplete calls. To better understand what the small cell wireless providers are proposing, the City became part of a consortium comprised of approximately twenty-five (25) cities put together by the law firm of Ogden Murphy Wallace. The consortium is working together to create model ordinances that will address the needs of the providers for their small cell deployment while protecting the best interest of the cities.

The Committee requested to be kept up to date on the state and federal legislation that is currently working its way through the legislature.

6. Meeting Time

The Committee members requested that their regular meeting time be changed from 5:50 pm to 4:30 pm.

LAND USE & ECONOMIC DEVELOPMENT COMMITTEE AGENDA REPORT

SUBJECT TITLE: Potential Wireless Communication Facility Lease for Rosehill Community Center	FOR AGENDA OF: April 5, 2017
Department Director: Patricia Love, Director of Community Development	EXHIBITS:
Contact Staff: Patricia Love, Director of Community Development Linda Ritter, Senior Planner	

INFORMATION:

The staff was contacted by T-Mobile inquiring as to whether or not the City would be interested in entering into a lease agreement for a potential wireless communication facility (WCF) at Rosehill Community Center. T-Mobile is interested in possibility placing an enclosed antenna array on the rooftop of the Community Center or a WCF designed to look like a flag pole to be located in an agreed upon area.

No additional information has been provided at this time. Staff is looking for guidance as to whether or not to move forward with scheduling a meeting with T-Mobile and discuss the potential lease agreement further.