



CITY OF  
**MUKILTEO**

*Planning and Community  
Development Department*

## **Planning Commission**

**Public Works Shop**

**4206 78<sup>TH</sup> St SW**

**December 16, 2021**

### **CALL TO ORDER – SPECIAL START TIME 4:00 PM**

### **FLAG SALUTE**

### **ROLL CALL**

### **AGENDA ORDER**

### **APPROVAL OF MINUTES FROM:**

- None – to be reviewed at the next meeting.

### **PUBLIC COMMENTS**

### **MEETING ITEMS**

- Tour of the new City of Mukilteo Public Works Decant Facility, located at 4206 78<sup>th</sup> Street SW

### **REPORTS AND COMMUNICATIONS**

- Community Development Department Weekly Council Update Report (FYI)

### **NEXT MEETING:**

- January 20, 2022

### **ADJOURNMENT**

Complete packets are available at City Hall, 11930 Cyrus Way, Mukilteo, WA 98275

*If you have a disability, which may limit your participation in the hearing process, please contact the City Clerk's office at 425.263.8005 at least two (2) business days in advance of the meeting so that we can arrange a reasonable accommodation for you.*

# Community Development Department Weekly Updates

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## **UPDATES FOR THE WEEK OF: November 19, 2021**

- Permit Center issued notice of applications (NOA's) for a proposed new 12,300 square foot warehouse building on an existing developed lot at 3701 South Road and also for a seven-lot subdivision at 9110 53rd Ave W. NOA's inform the public that a permit application has been received and that the staff review process for how the application complies with city code requirements has begun.
- Assistant Planner Kress and Permit Services Assistant Rizzo visited Snohomish County to pick up archive records related to Mukilteo – we are hoping they aren't all duplicates and are grateful for the County for offering us the records prior to destruction.
- Various staff attended a meeting with Public Works and an on-call arborist to discuss various ways to address vegetation management and tree removal requests, particularly in geological hazard areas.
- Planning Commission reviewed the draft source control program ordinance and gave excellent feedback to Surface Water Programs Manager Jennifer Adams.
- GIS attended Americans with Disabilities Act training and is working on obtaining 2021 aerials from King County. The City's current aerial photographs are from 2017.
- Planning Manager Balisky continues to work on the new online permit portal launch, which features enhancements to improve the customer experience, with the help of staff in planning, building, fire and public works. Our official "go-live" date for the new portal is December 2, 2021.

## **UPDATES FOR THE WEEK OF: December 3, 2021**

- GIS Coordinator Goodwin and GIS Technician VanDyke started ADA Inventory by measuring grade levels of the sidewalks at Lighthouse Park. GIS Coordinator Goodwin is currently creating a pair of apps for Surface Water Operations to review pipe ownership and add un-mapped pipe taps from CCTV Footage obtained during this past fall's inspections.
- Permit Services Assistant Martinis issued a Notice of Decision on the Capital Facilities Element update and mailed Construction Notices to surrounding residents for a wide variety of projects (decks, wireless facilities, and commercial improvements).
- GIS Coordinator Goodwin and Planning Manager Balisky are working on finalizing an agreement with King County to obtain 2021 Aerial Imagery, expected early Spring 2022.
- The City Council's Land Use & Economic Development Committee met and heard a presentation from a company called Datafy. Datafy is involved with acquiring and collecting data to support local tourism industry marketing and planning strategies.
- Planning Manager Balisky and Permit Services Assistant Martinis worked on Resident Zone Parking Pass Renewals and managed the transition to the new online permit portal, which launched this week!