

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: March 7, 2022


AGENDA ITEM:	
An ordinance of the City Of Marysville, Washington, proposing an amendment to the MMC removing the requirement to submit mylar copies of final subdivisions, short subdivisions, binding site plans, boundary line adjustments and record drawings.	
PREPARED BY:	DIRECTOR APPROVAL:
Haylie Miller, Community Development Director	
DEPARTMENT:	
Community Development	
ATTACHMENTS:	
<ol style="list-style-type: none">1. Draft Code Change2. Adopting Ordinance3. PC Minutes4. PC Recommendation	
BUDGET CODE:	AMOUNT:
N/A	N/A
SUMMARY: The City of Marysville and the Snohomish County Auditor no longer require a mylar copy for recording purposes. The City currently requires a mylar copy for subdivisions, short subdivisions, binding site plans, boundary line adjustments and record drawings. Mylars are transparent, durable, documents made out of plastic and/or polyester film. This material is costly (as compared to paper) and is no longer needed to be physically retained. The proposed amendments are to allow applicants to submit an original document in paper format (instead of a mylar) for City signatures for recording with the Snohomish County Auditor. An electronic copy of the executed and recorded document will be provided by the applicant to Community Development Department staff to retain on file.	
RECOMMENDED ACTION: Uphold the Planning Commission recommendation of approval.	
RECOMMENDED MOTION:	
Move to adopt Ordinance No. _____, approving amendments of the Marysville Municipal Code (MMC) to remove mylar copies as a requirement for recording purposes.	

EXHIBIT 1 – Proposed Code Changes

SUBDIVISIONS

22G.090.200 Plat map – Requirements.

The final plat map shall ~~have be drawn on Mylar drafting film having~~ dimensions of 18 inches by 24 inches with a two-inch border on the left edge and one-half-inch borders on the other edges. Information required shall include, but not be limited to:

- (1) The name of the subdivision;
- (2) Legal description of the entire parcel to be subdivided;
- (3) The date, north arrow, and appropriate engineering scale as approved by the community development department (e.g., one inch equals 20 feet; one inch equals 30 feet; one inch equals 40 feet; one inch equals 50 feet; one inch equals 60 feet);
- (4) Boundary lines, right-of-way for streets, easements, and property lines of lots and other sites with accurate bearings, dimensions or angles and arcs, and of all curve data;
- (5) Names and right-of-way widths of all streets within the subdivision and immediately adjacent to the subdivision. Street names shall be consistent with the names of existing adjacent streets;
- (6) Number of each lot consecutively;
- (7) Reference to covenants and special plat restrictions, either to be filed separately or on the face of the plat;
- (8) Zoning setback lines, building sites when required by city;
- (9) Location, dimensions and purpose of any easements, noting if the easements are private or public;
- (10) Location and description of monuments and all lot corners set and found;
- (11) Primary control points, and datum elevations if applicable, approved by the public works department. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;
- (12) Existing structures, all setbacks, and all encroachments.

22G.090.290 Filing original plat and copies.

When the community development director and city engineer find that the subdivision proposed for final approval has met all the conditions of final approval, then the applicant shall give the original plat of said final subdivision for recording to the Snohomish County auditor. The applicant will also furnish the city with an electronic copy of the recorded subdivision. ~~The applicant will also furnish the city with one reproducible Mylar copy of the recorded plat and one paper copy will be filed with the Snohomish County auditor.~~

22G.090.490 Recording requirement.

When the city finds that the short subdivision proposed for final approval meets all the conditions of final approval and the requirements of this title and state law and all other local ordinances adopted by the city which were in effect at the time of preliminary approval, then the applicant shall record the original of said final short subdivision with the county auditor. The applicant will also furnish the city with an electronic copy of the recorded short subdivision. ~~The applicant must provide the city with a Mylar copy of the recorded short plat before the short subdivision becomes valid.~~

BINDING SITE PLANS

22G.100.140 Binding site plan – Requirements.

The final binding site plan shall ~~be drawn on Mylar drafting film having~~ have dimensions of 18 inches by 24 inches and must include the following:

- (1) The name of the binding site plan;
- (2) Legal description of existing lots;
- (3) The date, north arrow and appropriate engineering scale as approved by the community development department (e.g., one inch equals 20 feet, one inch equals 30 feet, one inch equals 40 feet, one inch equals 50 feet, one inch equals 60 feet);
- (4) Boundary lines, right-of-way for streets, easements, and property lines of lots and other sites with accurate bearings, dimensions or angles and arcs, and of all curve data;
- (5) Names and right-of-way widths of all streets within the parcel and immediately adjacent to the parcel. Street names shall be consistent with the names of existing adjacent streets;
- (6) Number of each lot consecutively;
- (7) Reference to covenants and special restrictions either to be filed separately or on the face of the binding site plan;
- (8) Zoning setback lines and building sites when required by the city;

(9) Location, dimensions and purpose of any easements, noting if the easements are private or public;

(10) Location, physical description, and date visited of monuments and all lot corners set and found;

(11) Existing structures, including any within 50 feet of existing or proposed lot lines, all setbacks, and all encroachments;

(12) Primary control points identified (i.e., calculated, found, established, or reestablished), basis of bearing, and horizontal and vertical datums as required by the public works department. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;

(13) A dedicatory statement acknowledging public and private dedications and grants;

(14) Parking areas, general circulation and landscaping area when required;

(15) Proposed use and location of buildings when required;

(16) Loading areas when required;

(17) Other restrictions and requirements as deemed necessary by the city;

(18) The applicable requirements of RCW [58.17.040](#)(7) shall be met, including inscription of the following statement on the binding site plan:

All development and use of the land described herein shall be in accordance with this binding site plan, as it may be amended with the approval of the city, town, or county having jurisdiction over the development of such land, and in accordance with such other governmental permits, approvals, regulations, requirements, and restrictions that may be imposed upon such land and the development and use thereof. Upon completion, the improvements on the land shall be included in one or more condominiums or owned by an association or other legal entity in which the owners of units therein or their owners' associations have a membership or other legal or beneficial interest. This binding site plan shall be binding upon all now or hereafter having any interest in the land described herein.

BOUNDARY LINE ADJUSTMENT

22G.110.090 Information for recording.

Information for recording must include the following:

(1) Original ~~Mylar of~~ Boundary Line Adjustment/Survey Map. After the city has given the applicant approval, the applicant shall submit the original ~~Mylar map~~ **and two black line maps** prepared by a registered land surveyor, ~~drawn in ink on the document Mylar,~~ having a trimmed size of 18 inches by 24 inches. The original ~~Mylar map~~ **and two black line maps** shall be accompanied with original signatures. Information required on the map shall include:

(a) The date, scale and north arrow;

(b) Boundary lines (both present and revised), right-of-way for streets, easements and property lines of lots, tracts, parcels or sites, with accurate bearings, dimensions or angles and arcs, and central angles of all curves;

(c) Names and right-of-way widths of all streets;

(d) Number of each lot, tract, parcel or building site and each block;

(e) Description of private covenants and special restrictions;

(f) Location, dimensions and purpose of any easements;

(g) Location and description of monuments and lot, tract, parcel or building site corners set and found;

(h) If required to define flood elevations or other features relative to the lot, then datum elevations and primary control points approved by the city. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;

(i) Designation by phantom letters of the lot(s), tracts, parcels or building sites existing prior to the boundary line adjustment, and designation by solid letters of the proposed lots, tracts, parcels or building sites;

(j) Special setback lines when different from city's zoning code;

(k) A dedicatory statement acknowledging any public or private dedications, donations or grants;

(l) Location of existing structures, utilities, setbacks, encroachments and area of all lots, tracts, parcels or building sites after adjustment;

(m) The file number of the boundary line adjustment must be on the boundary line adjustment/survey map.

(2) Certificates.

(a) Examined, found to be in conformity with applicable zoning and other land use controls, and approved this ____ day of ____, 20__.

Community Development Director

(b) I hereby certify that this boundary line adjustment is based upon an actual survey and subdivision of Section ____, Township __ North, Range __ E/W; that the distances, courses and angles are shown thereon correctly; that the monuments shall be set and lot corners shall be staked correctly on the ground, that I fully complied with the provisions of the state and local statutes and regulations governing surveying.

Licensed Land Surveyor

(Seal)

(c) I hereby certify that all state and county taxes heretofore levied against the property described herein, according to the books and records of my office, have been fully paid and discharged, including ____ taxes.

Treasurer, Snohomish County

(d) Filed for record at the request of ____ this ____ day of ____, 20__, at ____ minutes past __m, and recorded in Vol. __ of Plats, page __, records of Snohomish County, Washington.

Auditor, Snohomish County

(e) Vicinity Map. A vicinity map clearly identifying the location of the property shall be submitted.

(f) Legal Descriptions. All boundary line adjustment application submittals shall include legal descriptions of the existing and proposed lots, tracts, parcels or building sites. All legal descriptions must be prepared by a licensed surveyor in the state of Washington, attorney, or title company.

(g) Affidavit of Ownership. All boundary line adjustment application submittals shall be accompanied by a notarized signature of the owner, or owners, of the property subject to the boundary line adjustment. Those signing as owners must conform to those designated as owners in the boundary line adjustment certificate. The recording number of the boundary line adjustment/survey map shall be on the affidavit of ownership form.

(h) Declaration of Legal Documentation. All boundary line adjustment application submittals shall be accompanied by a notarized statement containing:

(i) The signatures of owner, or owners, of the property subject to the boundary line adjustment, declaring that they are solely responsible for securing and executing all necessary legal advice or assistance concerning the legal documents necessary to transfer title to those portions of the properties involved in the boundary line adjustment; and

(ii) A declaration that the legal documents necessary to transfer title to the property in question have been prepared and executed so that, upon the recording of the boundary line adjustment, the title to the properties will accurately reflect the new configuration resulting from the boundary line adjustment as approved by the city.

(i) Boundary Line Adjustment Certificate. All boundary line adjustment application submittals shall be accompanied by a boundary line adjustment certificate current to within 30 days of date submitted from a title company that certifies the following:

(i) The legal description of all lots, parcels, tracts or building sites to be adjusted; and

(ii) The names of the owners of any lots, tracts, parcels or building sites to be adjusted; and

(iii) Any easements, restrictions or covenants affecting the property to be adjusted, with a description of such easements, restrictions and covenants.

22G.110.100 Survey required.

(1) A survey for a boundary line adjustment must be conducted by or under the supervision of a registered Washington State licensed land surveyor. The surveyor shall certify on the boundary line adjustment/survey ~~(Mylar)~~ map that it is a true and correct representation of the lands actually surveyed, in accordance with city and state law.

(2) The survey must indicate that all lot corners are staked. The survey must also show all encroachment(s), buildings and setbacks from property lines.

(3) A record of survey must be filed with the county auditor in accordance with Chapter [58.09](#) RCW.

(4) Based on the complexity of the proposed boundary line adjustment the community development director may waive the requirement for survey on a case-by-case basis.

22G.100.190 Recording requirements.

When the city finds that the binding site plan proposed for final approval meets all the conditions of final approval, then the applicant shall record the original of said binding site plan with the Snohomish County auditor. The applicant will also furnish the city with [an electronic one reproducible Mylar](#) copy of the recorded binding site plan. ~~and the Snohomish County assessor shall be furnished one paper copy.~~

22G.100.450 Utility improvement plans.

All street and utility improvement plans shall be prepared by a state of Washington licensed civil engineer. ~~All plans shall be prepared on reproducible Mylar material and presented to the city for approval.~~

SITE PLAN REVIEW

22G.120.290 Utility improvement plans.

All street and utility improvement plans shall be prepared by a state of Washington licensed civil engineer. ~~All plans shall be prepared on reproducible Mylar material and presented to the city for approval.~~

**CITY OF MARYSVILLE
Marysville, Washington**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON, AMENDING TITLE 22 OF THE MARYSVILLE MUNICIPAL CODE BY AMENDING SECTIONS 22G.090.200 PLAT MAP – REQUIREMENTS, 22G.090.020 FILING ORIGINAL PLAT AND COPIES, 22G.090.490 RECORDING REQUIREMENT, 22G.100.140 BINDING SITE PLAN – REQUIREMENTS, 22G.110.090 INFORMATION FOR RECORDING, 22G.110.100 SURVEY REQUIRED, 22G.100.190 RECORDING REQUIREMENTS, 22G.100.450 UTILITY IMPROVEMENT PLANS, AND 22G.120.290 UTILITY IMPROVEMENT PLANS.

WHEREAS, the State Growth Management Act, RCW Chapter 36.70A mandates that cities periodically review and amend development regulations which include but are not limited to zoning ordinances and official controls; and

WHEREAS, RCW 36.70A.106 requires the processing of amendments to the City's development regulations in the same manner as the original adoption of the City's comprehensive plan and development regulations; and

WHEREAS, the State Growth Management Act requires notice and broad public participation when adopting or amending the City's comprehensive plan and development regulations; and

WHEREAS, the City, in reviewing and amending its development regulations has complied with the notice, public participation and processing requirements established by the Growth Management Act, as more fully described below; and

WHEREAS, the City Council of the City of Marysville finds that from time to time it is necessary and appropriate to review and revise provisions of the City's municipal code and development code (MMC Title 22); and

WHEREAS, Snohomish County and the City of Marysville no longer require a mylar copy of a document for recording; and

WHEREAS, The City currently requires a mylar copy for subdivisions, boundary line adjustments and binding site plans. Mylars are transparent, durable, documents made out of plastic and/or polyester film; and

WHEREAS, mylar material is costly (as compared to paper) and is no longer needed to be physically retained. The proposed amendments are to allow applicants to submit an original document in paper format (instead of a mylar) for City signatures for recording with the Snohomish County Auditor; and

WHEREAS, an electronic copy of the executed and recorded document will be provided by the applicant to Community Development Department staff to retain on file; and

WHEREAS, the Proposed Amendments are consistent with the following required findings of MMC 22G.010.520:

- (1) The amendments are consistent with the purposes of the comprehensive plan;
- (2) The amendments are consistent with the purpose of MMC Title 22;
- (3) There have been significant changes in the circumstances to warrant a change;
- (4) The benefit or cost to the public health, safety and welfare is sufficient to warrant the action.

WHEREAS, during public meetings held on January 8, 2022, the Planning Commission discussed proposed amendments related to mylars; and

WHEREAS, on February 22, 2022, the Marysville Planning Commission held a duly-advertised public hearing, and recommended that the City Council adopt the Proposed Amendments; and

WHEREAS, at a public meeting on March 14, 2022, the Marysville City Council reviewed and considered the Marysville Planning Commission's Recommendation and the Proposed Amendments; and

WHEREAS, the City of Marysville has submitted the Proposed Amendments to the Washington State Department of Commerce on February 8, 2022 seeking expedited review under RCW 36.70A.106(3)(b) and in compliance with the procedural requirements of RCW 36.70A.106; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARYSVILLE DO ORDAIN AS FOLLOWS:

Section 1. Amendment of Municipal Code. MMC Section 22G.090.200, entitled Plat Map Requirements, is hereby amended to add the following definitions, as follows:

22G.090.200 Plat map – Requirements

The final plat map shall ~~have be drawn on Mylar drafting film having~~ dimensions of 18 inches by 24 inches with a two-inch border on the left edge and one-half-inch borders on the other edges. Information required shall include, but not be limited to:

- (1) The name of the subdivision;
- (2) Legal description of the entire parcel to be subdivided;

- (3) The date, north arrow, and appropriate engineering scale as approved by the community development department (e.g., one inch equals 20 feet; one inch equals 30 feet; one inch equals 40 feet; one inch equals 50 feet; one inch equals 60 feet);
- (4) Boundary lines, right-of-way for streets, easements, and property lines of lots and other sites with accurate bearings, dimensions or angles and arcs, and of all curve data;
- (5) Names and right-of-way widths of all streets within the subdivision and immediately adjacent to the subdivision. Street names shall be consistent with the names of existing adjacent streets;
- (6) Number of each lot consecutively;
- (7) Reference to covenants and special plat restrictions, either to be filed separately or on the face of the plat;
- (8) Zoning setback lines, building sites when required by city;
- (9) Location, dimensions and purpose of any easements, noting if the easements are private or public;
- (10) Location and description of monuments and all lot corners set and found;
- (11) Primary control points, and datum elevations if applicable, approved by the public works department. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;
- (12) Existing structures, all setbacks, and all encroachments.

Section 2. Amendment of Municipal Code. MMC Section 22G.090.290, entitled Filing original plat and copies, is hereby amended to add the following definitions, as follows:

22G.090.290 Filing original plat copies.

When the community development director and city engineer find that the subdivision proposed for final approval has met all the conditions of final approval, then the applicant shall give the original plat of said final subdivision for recording to the Snohomish County auditor. The applicant will also furnish the city with an electronic copy of the recorded subdivision. ~~The applicant will also furnish the city with one reproducible Mylar copy of the recorded plat and one paper copy will be filed with the Snohomish County auditor.~~

Section 3. Amendment of Municipal Code. MMC Section 22G.090.490, entitled Recording Requirement, is hereby amended, as follows:

22G.090.490 Recording Requirement.

When the city finds that the short subdivision proposed for final approval meets all the conditions of final approval and the requirements of this title and state law and all other local ordinances adopted by the city which were in effect at the time of preliminary approval, then the applicant shall record the original of said final short subdivision with the county auditor. The applicant will also furnish the city with an electronic copy of the recorded short subdivision. ~~The applicant must provide the city with a Mylar copy of the recorded short plat before the short subdivision becomes valid.~~

Section 4. Amendment of Municipal Code. MMC Section 22G.100.140, entitled Binding Site Plan - Requirements, is hereby amended, as follows:

22G.100.140 Binding Site plan – Requirements.

The final binding site plan shall ~~be drawn on Mylar drafting film having~~ have dimensions of 18 inches by 24 inches and must include the following:

- (1) The name of the binding site plan;
- (2) Legal description of existing lots;
- (3) The date, north arrow and appropriate engineering scale as approved by the community development department (e.g., one inch equals 20 feet, one inch equals 30 feet, one inch equals 40 feet, one inch equals 50 feet, one inch equals 60 feet);
- (4) Boundary lines, right-of-way for streets, easements, and property lines of lots and other sites with accurate bearings, dimensions or angles and arcs, and of all curve data;

(5) Names and right-of-way widths of all streets within the parcel and immediately adjacent to the parcel. Street names shall be consistent with the names of existing adjacent streets;

(6) Number of each lot consecutively;

(7) Reference to covenants and special restrictions either to be filed separately or on the face of the binding site plan;

(8) Zoning setback lines and building sites when required by the city;

(9) Location, dimensions and purpose of any easements, noting if the easements are private or public;

(10) Location, physical description, and date visited of monuments and all lot corners set and found;

(11) Existing structures, including any within 50 feet of existing or proposed lot lines, all setbacks, and all encroachments;

(12) Primary control points identified (i.e., calculated, found, established, or reestablished), basis of bearing, and horizontal and vertical datums as required by the public works department. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;

(13) A dedicatory statement acknowledging public and private dedications and grants;

(14) Parking areas, general circulation and landscaping area when required;

(15) Proposed use and location of buildings when required;

(16) Loading areas when required;

(17) Other restrictions and requirements as deemed necessary by the city;

(18) The applicable requirements of RCW 58.17.040(7) shall be met, including inscription of the following statement on the binding site plan:

All development and use of the land described herein shall be in accordance with this binding site plan, as it may be amended with the approval of the city, town, or county having jurisdiction over the development of such land, and in accordance with such other governmental permits, approvals, regulations, requirements, and restrictions that may be imposed upon such land and the development and use thereof. Upon completion, the improvements on the land shall be included in one or more condominiums or owned by an association or other legal entity in which the owners of units therein or their owners' associations have a membership or other legal or beneficial interest. This binding site plan shall be binding upon all now or hereafter having any interest in the land described herein.

Section 5. Amendment of Municipal Code. MMC Section 22G.110.090, entitled Information for recording, is hereby amended, as follows:

MMC 22G.110.090 Information for recording.

Information for recording must include the following:

(1) Original ~~Mylar~~ of Boundary Line Adjustment/Survey Map. After the city has given the applicant approval, the applicant shall submit the original ~~Mylar~~ map ~~and two black line maps~~ prepared by a registered land surveyor, ~~drawn in ink on the document~~ ~~Mylar~~, having a trimmed size of 18 inches by 24 inches. The original ~~Mylar~~ map ~~and two black line maps~~ shall be accompanied with original signatures. Information required on the map shall include:

- (a) The date, scale and north arrow;
- (b) Boundary lines (both present and revised), right-of-way for streets, easements and property lines of lots, tracts, parcels or sites, with accurate bearings, dimensions or angles and arcs, and central angles of all curves;
- (c) Names and right-of-way widths of all streets;
- (d) Number of each lot, tract, parcel or building site and each block;

- (e) Description of private covenants and special restrictions;
- (f) Location, dimensions and purpose of any easements;
- (g) Location and description of monuments and lot, tract, parcel or building site corners set and found;
- (h) If required to define flood elevations or other features relative to the lot, then datum elevations and primary control points approved by the city. Descriptions and ties to all control points will be shown with dimensions, angles and bearings;
- (i) Designation by phantom letters of the lot(s), tracts, parcels or building sites existing prior to the boundary line adjustment, and designation by solid letters of the proposed lots, tracts, parcels or building sites;
- (j) Special setback lines when different from city's zoning code;
- (k) A dedicatory statement acknowledging any public or private dedications, donations or grants;
- (l) Location of existing structures, utilities, setbacks, encroachments and area of all lots, tracts, parcels or building sites after adjustment;
- (m) The file number of the boundary line adjustment must be on the boundary line adjustment/survey map.

(2) Certificates.

(a) Examined, found to be in conformity with applicable zoning and other land use controls, and approved this ____ day of ____, 20__.

Community Development Director

(b) I hereby certify that this boundary line adjustment is based upon an actual survey and subdivision of Section ____, Township __ North, Range __ EWM;

that the distances, courses and angles are shown thereon correctly; that the monuments shall be set and lot corners shall be staked correctly on the ground, that I fully complied with the provisions of the state and local statutes and regulations governing surveying.

Licensed Land Surveyor

(Seal)

(c) I hereby certify that all state and county taxes heretofore levied against the property described herein, according to the books and records of my office, have been fully paid and discharged, including ____ taxes.

Treasurer, Snohomish County

(d) Filed for record at the request of ____ this ____ day of ____, 20__, at ____ minutes past __m, and recorded in Vol. __ of Plats, page __, records of Snohomish County, Washington.

Auditor, Snohomish County

(e) Vicinity Map. A vicinity map clearly identifying the location of the property shall be submitted.

(f) Legal Descriptions. All boundary line adjustment application submittals shall include legal descriptions of the existing and proposed lots, tracts, parcels or building sites. All legal descriptions must be prepared by a licensed surveyor in the state of Washington, attorney, or title company.

(g) Affidavit of Ownership. All boundary line adjustment application submittals shall be accompanied by a notarized signature of the owner, or owners, of the property subject

to the boundary line adjustment. Those signing as owners must conform to those designated as owners in the boundary line adjustment certificate. The recording number of the boundary line adjustment/survey map shall be on the affidavit of ownership form.

(h) Declaration of Legal Documentation. All boundary line adjustment application submittals shall be accompanied by a notarized statement containing:

(i) The signatures of owner, or owners, of the property subject to the boundary line adjustment, declaring that they are solely responsible for securing and executing all necessary legal advice or assistance concerning the legal documents necessary to transfer title to those portions of the properties involved in the boundary line adjustment; and

(ii) A declaration that the legal documents necessary to transfer title to the property in question have been prepared and executed so that, upon the recording of the boundary line adjustment, the title to the properties will accurately reflect the new configuration resulting from the boundary line adjustment as approved by the city.

(i) Boundary Line Adjustment Certificate. All boundary line adjustment application submittals shall be accompanied by a boundary line adjustment certificate current to within 30 days of date submitted from a title company that certifies the following:

(i) The legal description of all lots, parcels, tracts or building sites to be adjusted; and

(ii) The names of the owners of any lots, tracts, parcels or building sites to be adjusted; and

(iii) Any easements, restrictions or covenants affecting the property to be adjusted, with a description of such easements, restrictions and covenants.

Section 6. Amendment of Municipal Code. MMC Section 22G.110.100, entitled Survey required is hereby amended, as follows:

MMC 22G.110.100 Survey Required.

(1) A survey for a boundary line adjustment must be conducted by or under the supervision of a registered Washington State licensed land surveyor. The surveyor shall certify on the boundary line adjustment/survey ~~(Mylar)~~ map that it is a true and correct representation of the lands actually surveyed, in accordance with city and state law.

(2) The survey must indicate that all lot corners are staked. The survey must also show all encroachment(s), buildings and setbacks from property lines.

(3) A record of survey must be filed with the county auditor in accordance with Chapter 58.09 RCW.

(4) Based on the complexity of the proposed boundary line adjustment the community development director may waive the requirement for survey on a case-by-case basis.

Section 7. Amendment of Municipal Code. MMC Section 22G.100.450, entitled Utility improvement plans, is hereby amended, as follows:

MMC 22G.100.450 Utility Improvement Plans.

All street and utility improvement plans shall be prepared by a state of Washington licensed civil engineer. ~~All plans shall be prepared on reproducible Mylar material and presented to the city for approval.~~

Section 8. Amendment of Municipal Code. MMC Section 22G.120.290, entitled Utility improvement plans, is hereby amended, as follows:

MMC 22G.120.290 Utility Improvement Plans.

All street and utility improvement plans shall be prepared by a state of Washington licensed civil engineer. ~~All plans shall be prepared on reproducible Mylar material and presented to the city for approval.~~

Section 9. Amendment of Municipal Code. MMC Section 22A.010.160, entitled "Amendments," is hereby amended as follows by adding reference to this adopted ordinance in order to track amendments to the City's Unified Development Code (all unchanged provisions of MMC 22A.010.160 remain unchanged and in effect):

"22A.010.160 Amendments.

The following amendments have been made to the UDC subsequent to its adoption:

<u>Ordinance</u>	<u>Title (description)</u>	<u>Effective Date</u>
_____	Mylars	_____, 2022"

Section 10. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 11. Corrections. Upon approval by the city attorney, the city clerk or the code reviser are authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections

Section 12. Effective Date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2022.

CITY OF MARYSVILLE

By: _____
JON NEHRING, MAYOR

Attest:

By: _____
DEPUTY CITY CLERK

Approved as to form:

By: _____
JON WALKER, CITY ATTORNEY

Date of Publication: _____

Effective Date: _____
(5 days after publication)

EXHIBIT 3

2/22/22 Planning Commission Meeting Minutes to be provided

PC Recommendation – Mylars

MARYSVILLE
COMMUNITY
DEVELOPMENT

The Planning Commission (PC) of the City of Marysville, held a public hearing on February 22, 2022 in review of NON-PROJECT action amendments of the Marysville Municipal Code (MMC), proposing amendments to Section 22G.090.200 Plat Map – Requirements, Section 22G.090.020 Filing original plat and copies, Section 22G.090.490 Recording requirement, Section 22G.100.140 Binding site plan – Requirements, Section 22G.110.090 Information for recording, Section 22G.110.100 Survey required, Section 22G.100.190 Recording requirements, Section 22G.100.450 Utility improvement plans, and Section 22G.120.290 Utility improvement plans.

Having considered the exhibits and testimony presented, PC does hereby enter the following findings, conclusions and recommendation for consideration by the Marysville City Council:

FINDINGS:

1. The Community Development Department held one public meeting/work session to introduce the NON-PROJECT action related to removing mylars as a requirement from code on January 18, 2022.
2. The proposal was submitted to the State of Washington Department of Commerce for 14-day expedited review on February 8, 2022, in accordance with RCW 36.70A.106.
4. The PC held a duly-advertised public hearing on February 22, 2022 and received testimony from city staff and the public.
5. At the public hearing, the PC reviewed and considered the Modifications to the Unified Development Code (UDC) regarding mylars.

CONCLUSION:

At the public hearing, held on February 22, 2022, the PC recommended **APPROVING** the modifications to the sections of the Marysville Municipal Code pertaining to mylars.

RECOMMENDATION:

Forwarded to City Council as a Recommendation of **APPROVAL** of the NON-PROJECT action known as proposing amendments to Section 22G.090.200 Plat Map – Requirements, Section 22G.090.020 Filing original plat and copies, Section 22G.090.490 Recording requirement, Section 22G.100.140 Binding site plan – Requirements, Section 22G.110.090 Information for recording, Section 22G.110.100 Survey required Section 22G.100.190 Recording requirements, Section 22G.100.450 Utility improvement plans, and Section 22G.120.290 Utility improvement plans this **February 22, 2022**.

By:


Stephen Leifer, Planning Commission Chair

(360) 363-8100

Community
Development
80 Columbia Avenue
Marysville, WA 98270