



CITY COUNCIL MEETING AGENDA
Council Chambers, 1000 Laurel Street

June 15, 2015
Monday

Regular Meeting
7:00 p.m.

- 1. Call to Order and Flag Salute**
- 2. Roll Call of Councilmembers**
- 3. Additions/Deletions**
- 4. Citizen Participation**

Citizens may comment on any topic that is not on the Regular Agenda. To comment, please raise your hand to request recognition by the Chair. Once so recognized, please step to the podium and state your name and address for the record before making your comments. Also, please limit your comments to no more than three (3) minutes.

The public may comment on individual agenda items on the Regular Agenda prior to Council's action.

The public may also submit written communications, via letters or emails to dperry@cityofmilton.net. Any item received by noon on the day of the meeting will be distributed to Council.

- 5. Consent Agenda**
 - A. Minutes – Approval of the minutes of:
 - i. 6/1/15 Regular Meeting
 - ii. 6/8/15 Study Session
 - B. Claims Approval:
 - i. Approval of the checks/vouchers numbers 56931, 56936, 56939, and 56941-57007 in the amount of \$92,838.37.
 - ii. Approval of the payroll disbursement of 6/5/15 in the amount of \$238,393.40.

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting.

Thank you.

- C. Authorization to Process Vouchers
- 6. Regular Agenda**
 - A. Ordinance – Information Technology Internal Service Fund
 - B. Ordinance – Lodging Tax Committee Formation
 - C. Ordinance – Comprehensive Plan Update
 - D. Ordinance – Development Regulations
- 7. Council Reports**
- 8. Mayor’s Report**
- 9. Adjournment**

Council may add and take action on other items not listed on this agenda.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting.

Thank you.



DRAFT CITY COUNCIL MINUTES

Regular Meeting
Monday, June 1, 2015
7:00 p.m.

CALL TO ORDER

Mayor Perry called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Pro Tem Zaroudny, Councilmembers Bennest, Manley, Ott, Morton, and Johnson

Absent: Councilmember Whalen (excused at 5/18/15 meeting)

STAFF PRESENT

Finance Director Garrison, Police Chief Hernandez, Public Works Director Mecham, Community Development Director Nix, Information Technology Director Tiedeman, and City Clerk Bolam

ADDITIONS / DELETIONS

Director Mecham added an item "Crosswalk Flashing Lights" – Mayor Perry added it to the end of the regular agenda items.

CITIZEN PARTICIPATION

Speaker	Address	Comments
Tom Boyle	1109 9 th Ave	<p>Attended Milton Memorial Mile – well organized with great first-year turn-out – specifically thanked Kathy Horton and Darrin Zumach</p> <p>Attended VFW Service – touching – memorial well-maintained – grandfather added to wall this year</p> <p>Citizen asked him for comment on garage sale signs – usually in spring there's an announcement reminding people to not do this – thought maybe city crews around town could routinely remove them</p>

		<p>Neighborhood LED lighting installed</p> <p>New neighbors from Auburn commented that this is a fantastic city</p> <p>Comp Plan – Encourages council to pay attention to the goals and guiding principles during their review and adoption process, and also to remember citizen input through things like the Community Value Surveys</p> <p>Suggests an annual award for an employee who goes above and beyond</p>
Jacquelyn Whalen	1605 13 th Ave	Handed out a history of the terms of Planning Commissioners – suggests including position numbers for commissioners similar to council
Kimberly Spohnheimer	Edgewood Bible Church	Looking for host families for Japanese foreign exchange students for July 18-Aug 13 – contact information available at City Hall or Edgewood Bible Church

PROCLAMATIONS

A. Volunteer Service – Mary Anderson

Mayor Perry spoke about Mary’s volunteer service and presented the proclamation to her.

CONSENT AGENDA

Approval of:

- A. Minutes
 - a. May 15-16, 2015 Council Retreat
 - b. May 18, 2015 Regular Meeting
- B. Voucher and Payroll Approval
 - a. Checks/vouchers 56860-56930 in the amount of \$494,713.15.
 - b. Payroll of 5/20/2015 and related check numbers 56857-56859 in the amount of \$150,821.45.

COUNCILMEMBER MORTON MOVED, seconded by Councilmember Manley, to approve the Consent Agenda. **Passed 6/0.**

Mayor Perry suggested to Council to make a change to the 5/15-5/16 Council Retreat minutes, to include the year that Councilmember Whalen was referring to in his comment regarding the city’s proximity to bankruptcy.

COUNCILMEMBER MORTON MOVED, seconded by Councilmember Johnson, to adjust the minutes of 5/15-5/16 to include clarification of the time period as per this discussion. **Passed 6/0.**

REGULAR AGENDA

- Annual Financial Report

Director Garrison handed out an updated version of the Annual Report and explained the report and changes to it.

Mayor Perry and Councilmembers congratulated Director Garrison on completion of the report and expressed pleasure at the city's ending fund balance.

Council requested a ballpark snapshot of today's position and of commitments made by council so far this year in the coming weeks, before large financial decisions are requested of council.

COUNCILMEMBER MORTON MOVED, seconded by Councilmember Bennest, to accept the 2014 Annual Report and Ending Balances as presented.

Council expressed appreciation for starting with this clean slate and excitement for moving forward.

The motion was voted on and passed 6/0.

- Sole Source Approval – Electric Poles

Director Mecham explained that mergers, buyouts, and other business transactions have reduced the sourcing for these poles to a single company without prohibitive transportation costs.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Morton, to approve the sole source purchase of electric poles for the City's Electric Utility.

Council expressed support for this needed cost of doing business and the quality of the poles.

The motion was voted on and passed 6/0.

- Contract Approval – MAC Bathrooms ADA Upgrade

Director Mecham explained that the funding for this project is included in the Commerce grant that paid for the new roof on the MAC and the design work for this bathroom upgrade. The bid walk-through included three companies; only one company turned in a bid; it is within the estimated costs. Remaining funds will go to repair/replacement of the dance floor.

COUNCILMEMBER MANLEY MOVED, seconded by Councilmember Ott, to approve the contract with Drycon, LLC for the construction of handicap accessible restrooms in the Milton Activity Center and authorize the Mayor to sign the same.

Councilmembers remarked how nice it is that the embarrassing condition of the MAC is now in the past, and that current staff has finished this project in short time.

Councilmember Ott commented that he would prefer for the doors to be replaced rather than the dance floor.

City Clerk Bolam handed out the bid document.

The matter was voted on and passed 6/0.

- Disposal of Surplus Computer Property

Director Tiedeman explained the need for this resolution, allowing for the safe destruction of old computer equipment.

COUNCILMEMBER BENNEST MOVED, seconded by Councilmember Manley, to approve the attached Resolution declaring certain computer property as surplus and authorize disposal of such property. **Passed 6/0.**

- Authorize IT Program Fund and Allocation

Director Tiedeman explained the need to establish this fund to accomplish the goals of the business model as well as meet the needs of Milton. Director Garrison explained the internal processes that will be facilitated by this move and that costs would be spread among all funds, not just out of the general fund.

Council expressed support for the creation of a separate fund for accurate tracking.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Bennest, to approve the establishment of the Internal IT Service Fund, move all IT appropriations and funding to the new Fund, and increase the budget by \$108,000.00 to provide start-up capital and allow for additional improvements in the City of Milton technology systems.

Councilmember Ott expressed this as a leap of faith. The city has fallen far behind the necessary technology needs, and this is an important step we need to take.

Director Tiedeman complimented current staff who have kept the city going through these technology issues.

Councilmember Bennest commented on the difficulty to do business on outdated computer equipment, and he has the trust in Chief Hernandez and Director Tiedeman to support this request.

Mayor Pro Tem Zaroudny expressed some concern over the deviation from the original business model presented, now totaling nearly \$300,000. This takes serious courage and faith; she has cautious optimism about it.

Director Tiedeman explained the unknown factor at the time of the original presentation was the depth of internal IT problems. By sticking to the business model, the resulting economy of scale will help Milton come up to date, as well as the cities that contract with Milton and are in the same condition.

General discussion ensued.

Chief Hernandez addressed the must-have technology needs for continuity of government services; our utilities, our billing services, our emergency management all require up-to-date technology to stay in business at all. The difference between Milton and the other small cities that need these services is that Milton has the infrastructure and expertise to be ahead of the game.

The matter was voted on and passed 6/0.

- Added Item – Crosswalk Flashing Lights

Director Mecham provided information for installing two solar-powered flashing lights at the Porter Way/Interurban Trail intersection at a cost of approximately \$15,000.

COUNCILMEMBER BENNEST MOVED, seconded by Councilmember Morton, to approve an amount not to exceed \$16,000 from Fund 310, Capital Improvement, to pay for flashing crosswalk signal lights at the Porter Way/Interurban Trail crossing.

Council expressed pleasure at this first step upgrading the safety of the city's crosswalks.

The matter was voted on and passed 6/0.

Speaker	Address	Comments
Tom Boyle	1109 9 th Ave	Thank you – citizens will notice this immediately and be happy.

STAFF REPORTS

Director Nix

- Prefaced Council on the updated Capital Improvement Plans (CIPs) coming as part of the Comp Plan update process

Chief Hernandez

- Handed out the Police Blotter, pointing out the new section highlighting officers who go over and beyond in customer service

COUNCIL REPORTS

Councilmember Bennest

- Milton Mile and Memorial Service was a great time – suggested the Mile become an annual event

Councilmember Manley

- Set a goal to beat his time each year at the Milton Mile
- Memorial Service is growing
- Requested status on sidewalks on Milton Way (answer = right-of-way acquisitions)
- Grants are not “free money” – still tax dollars

Councilmember Ott

- Memorial Service had a great city turnout – getting bigger every year
- The Community Building’s rotten porch was fixed promptly and in outstanding fashion – Director Mecham said that two of our craftsmen facility employees did that work
- Witnessed a reserve officer doing an outstanding job with a distressed person

Councilmember Johnson

- Hopes to see the Milton Mile an annual event
- Memorial Service very moving
- Echoed comment that grants are not “free money”
- Staff and Mayor have done a great job

Councilmember Morton

- LED lights are nearly done – they look great and light up the streets well
- So impressed with city directors

Mayor Pro Tem Zaroudny

- Memorial Service well attended, exceptional speaker, beautifully done – shows off cooperation between a non-profit (VFW) and the city
- LED lights are awesome, especially on her short, dead-end street

MAYOR’S REPORTS

- Memorial Service was wonderful, inspiring speaker
- Milton Memorial Mile was a great event with great participation
- Opening of Haggen grocery store – remodel will happen in six stages – expects a snowball-effect of economic development
- Be sure and read emails regarding upcoming events – Milton Days needs volunteers and councilmember support!
- Regarding grant funds – philosophy that tax money goes into a big pie, and if we don’t reach in, someone else will get it – it’s not “free money” but it is “our money”
- City will be addressing 28th, but it needs to wait just a bit

ADJOURNMENT

Adjourned at 10:05 p.m.

ATTEST:

Debra Perry, Mayor

Katie Bolam, City Clerk

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Study Session
Monday, June 8, 2015
7:00 p.m.

CALL TO ORDER

Mayor Perry called the meeting to order at 7:10 p.m.

ROLL CALL

Present: Mayor Pro Tem Zaroudny, Councilmembers Ott, Manley, Bennest, Morton, Johnson

Absent: Councilmember Whalen (excused at 5/18/15 meeting)

STAFF PRESENT

Community Development Director Nix, Finance Director Garrison, Police Chief Hernandez, Public Works Director Mecham, Associate Planner Larson, and City Clerk Bolam

Chief Hernandez handed out a State of Washington appointment notification of himself to the Public Safety Review Panel. Council congratulated and thanked him.

STUDY ITEM

- Comprehensive Plan Update

Director Nix explained the Comp Plan Update process with the need for updated Capital Improvement Plans, required under GMA for this update. Planner Larson presented the Comprehensive Plan Update with power point presentation, including the process to date; how the Comprehensive Plan relates to other City plans, regulations and programs; and comments received from State Agencies outlining the substance of those comments and how Staff/Planning Commission addressed these issues within the DRAFT Comprehensive Plan.

Discussion ensued regarding:

- population allocations and the methods used for growth forecasts
- feasibility of traffic control policies
- speed limit changes

- 28th/Milton intersection improvement

Councilmembers expressed appreciation for the work put into the plan and CIPs.

Mayor Perry congratulated Planner Larson on the good work putting together the Comprehensive Plan, especially under fluid leadership in recent months.

Mayor Perry provided a brief overview of recent conversations regarding the Lloyd's Enterprises property.

Chief Hernandez provided the reminder that crime increases with the good weather and encouraged all to maintain vigilance with safety precautions.

ADJOURNMENT

Adjourned at 9:20 p.m.

Debra Perry, Mayor

ATTEST:

Katie Bolam, City Clerk

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CONSENT AGENDA ITEM # 5B

CITY OF MILTON
PAYROLL and CLAIMS VOUCHER APPROVAL
 2015

I HEREBY CERTIFY THAT THE EXPENDITURES SHOWN BELOW REFLECT THE TRUE AND CORRECT EXPENDITURES TO THE BEST OF MY KNOWLEDGE. I FURTHER CERTIFY THE EXPENDITURES BELOW TO BE VALID AND CORRECT.

Finance Director DATE

Claim Vouchers:

Payroll Disbursements:

Dates	Check #	Amount	Date	Check #	Amount
6/2/2015	56931	16,942.33	6/5/2015	3843-3848, 56932-56935, 56937, 56938 & 56940	7,587.44
6/5/2015	56939	25.00	6/5/2015	ACH	230,805.96
6/9-7/2/2015	56957-57007	75,871.04			

Total Accounts Payable: **\$ 92,838.37** **Total Payroll:** **\$ 238,393.40**
 Voids 56838, 56930, 56936, 56941-56956
 Printer Error Checks

WE, THE UNDERSIGNED COUNCILMEMBERS OF THE CITY OF MILTON, WASHINGTON, DO HEREBY CERTIFY AND APPROVE THE PAYROLL AND CLAIM VOUCHERS FOR THE TOTAL AMOUNT OF:
\$331,231.77 Dated: **June 15, 2015**

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

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City Of Milton

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3066	06/02/2015	Claims	1	56931	WA STATE TREASURER	16,942.33	Court Remittance And Building Code Fees
		001 - 586 00 00 001 - Building Code Fee				31.50	Building Code Fees April 2015
		001 - 586 83 00 000 - Trama/Auto Theft/Brain Injur				1,528.24	Court Remittance April 2015
		001 - 586 88 00 000 - State General Fund 54 (PSEA				130.12	Court Remittance April 2015
		001 - 586 89 00 000 - Death Investigation Account				645.85	Court Remittance April 2015
		001 - 586 91 00 000 - State General Fund 40 (PSEA				7,862.15	Court Remittance April 2015
		001 - 586 92 00 000 - State General Fund 50 (PSEA				4,018.94	Court Remittance April 2015
		001 - 586 96 00 000 - Lab Blood/Breath				81.61	Court Remittance April 2015
		001 - 586 97 00 000 - JIS				2,444.01	Court Remittance April 2015
		001 - 586 99 00 000 - School Zone Safety				199.91	Court Remittance April 2015
		APs	Amount		For		
		1325	16,942.33		Court Remittance And Building Code Fees		
3321	06/05/2015	Claims	1	56939	PIERCE COUNTY CLERK	25.00	PC Access Fee
		107 - 521 20 48 000 - Repairs and Maintenance				25.00	PC Pro Se Access Fee
		APs	Amount		For		
		1522	25.00		PC Access Fee		
3404	06/09/2015	Claims	1	E56957	BLUEFIN PAYMENT SYSTEMS	96.72	Bank Fees
		406 - 531 10 41 000 - Professional Services				32.25	Bank Fees
		401 - 533 10 41 000 - Professional Services				32.24	Bank Fees
		403 - 534 10 41 000 - Professional Services				32.23	Bank Fees
		APs	Amount		For		
		1537	96.72		Bank Fees		
3405	06/09/2015	Claims	1	E56958	COMCAST	21.38	Cable
		107 - 521 20 42 000 - Communication				10.69	Cable
		401 - 533 50 42 000 - Communication				5.35	Cable
		403 - 534 50 42 000 - Communication				5.34	Cable
		APs	Amount		For		
		1569	21.38		Cable		
3406	06/09/2015	Claims	1	E56959	XPRESS BILL PAY	700.15	Web Payment Service Fees
		406 - 531 10 41 000 - Professional Services				231.05	
		401 - 533 10 41 000 - Professional Services				238.05	
		403 - 534 10 41 000 - Professional Services				231.05	
		APs	Amount		For		
		1507	700.15		Web Payment Service Fees		
3407	06/09/2015	Claims	1	56960	ALPHAGRAPHICS	157.93	Banner
		107 - 521 20 35 000 - Small Tools and Equipment				157.93	Banner
		APs	Amount		For		
		1547	157.93		Banner		
3408	06/09/2015	Claims	1	56961	AZURE GREEN CONSULTANTS LLC	574.22	Olson BLA Deposit Refund
		631 - 586 00 00 005 - Using Deposit				574.22	Deposit Refund For Olson BLA
		APs	Amount		For		
		1459	574.22		Olson BLA Deposit Refund		

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3409	06/09/2015	Claims	1	56962	BIAS SOFTWARE	4,000.00	Financial Reporting Services
					001 - 514 20 41 000 - Professional Services	500.00	2014 Financial Reporting Services
					107 - 521 20 41 000 - Professional Services	500.00	2014 Financial Reporting Services
					406 - 531 10 41 000 - Professional Services	1,000.00	2014 Financial Reporting Services
					401 - 533 10 41 000 - Professional Services	1,000.00	2014 Financial Reporting Services
					403 - 534 10 41 000 - Professional Services	1,000.00	2014 Financial Reporting Services
		APs	Amount		For		
		1533	4,000.00		Financial Reporting Services		
3410	06/09/2015	Claims	1	56963	BLUMENTHAL UNIFORMS & EQUIP.	173.84	Uniforms
					107 - 521 20 20 002 - Uniforms	173.84	Uniforms - Torgerson
		APs	Amount		For		
		1543	173.84		Uniforms		
3411	06/09/2015	Claims	1	56964	CDW GOVERNMENT, INC.	820.29	IT Equipment
					001 - 594 19 64 000 - Capital Expense - technology	820.29	Server Room Racking
		APs	Amount		For		
		1506	820.29		IT Equipment		
3412	06/09/2015	Claims	1	56965	CERTIFIED LABORATORIES	149.77	Fleet Supplies
					501 - 548 30 31 000 - Office & Operating Supplies	149.77	Mistoil
		APs	Amount		For		
		1538	149.77		Fleet Supplies		
3413	06/09/2015	Claims	1	56966	DATA BAR INCORPORATED	3,986.41	Utility Bill Statement Production; Spring Cleanup Announcements
					001 - 514 20 49 003 - Misc/Outside Printing	419.88	Spring Cleanup Announcements
					406 - 531 10 49 003 - Misc/Outside Printing	713.31	Utility Billing Print & Mail
					401 - 533 10 49 003 - Misc/Outside Printing	1,426.61	Utility Billing Print & Mail
					403 - 534 10 49 003 - Misc/Outside Printing	1,426.61	Utility Billing Print & Mail
		APs	Amount		For		
		1472	3,566.53		Utility Bill Statement Production		
		1567	419.88		Spring Cleanup Announcements		
3414	06/09/2015	Claims	1	56967	STEVEN & JONI ESTELL	73.30	Refund inactive customer credit balance
					403 - 343 40 10 000 - Water Sales	-73.30	
		APs	Amount		For		
		1475	73.30		Refund inactive customer credit balance		
3415	06/09/2015	Claims	1	56968	EXCEL SUPPLY COMPANY, INC	37.75	Park/Facilities Supplies
					001 - 518 30 31 000 - Operating Supplies	18.88	Earplugs
					001 - 576 80 31 000 - Operating Supplies	18.87	Earplugs
		APs	Amount		For		
		1548	37.75		Park/Facilities Supplies		
3416	06/09/2015	Claims	1	56969	FANNIE MAE	46.57	Refund inactive customer credit balance
					406 - 343 10 00 000 - Storm Drainage Fees	-15.50	

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		401 - 343 30 00 000 - Electric Sales			-6.80	
		403 - 343 40 10 000 - Water Sales			-24.27	
	APs	Amount		For		
	1473	46.57		Refund inactive customer credit balance		
3417	06/09/2015	Claims	1	56970 CITY OF FIFE	19.95	Alarm Monitoring
		107 - 521 20 42 000 - Communication			19.95	Alarm Monitoring
	APs	Amount		For		
	1544	19.95		Alarm Monitoring		
3418	06/09/2015	Claims	1	56971 CINDY GORDON	5.00	Police Report Refund
		001 - 586 00 10 000 - State Sales Tax Paid			5.00	Refund For Police Report
	APs	Amount		For		
	1541	5.00		Police Report Refund		
3419	06/09/2015	Claims	1	56972 HONEY BUCKET	169.63	Monthly Lease
		001 - 576 80 45 000 - Operating Rentals and Leases			169.63	Monthly Lease
	APs	Amount		For		
	1549	169.63		Monthly Lease		
3420	06/09/2015	Claims	1	56973 TRICKLESTAR LLC HSBC BANK USA	7,680.00	BPA Incentive Promotion
		401 - 533 50 33 006 - BPA Reimbursement/Incentiv			7,680.00	BPA Inventives Powerstrips
	APs	Amount		For		
	1534	7,680.00		BPA Incentive Promotion		
3421	06/09/2015	Claims	1	56974 RUSSELL & VIOLA JENSEN	279.03	Refund inactive customer credit balance
		406 - 343 10 00 000 - Storm Drainage Fees			-92.87	
		401 - 343 30 00 000 - Electric Sales			-40.74	
		403 - 343 40 10 000 - Water Sales			-145.42	
	APs	Amount		For		
	1476	279.03		Refund inactive customer credit balance		
3422	06/09/2015	Claims	1	56975 JET CHEVROLET	24.23	Fleet Material
		501 - 548 30 34 000 - Parts			24.23	Bezel #20
	APs	Amount		For		
	1557	24.23		Fleet Material		
3423	06/09/2015	Claims	1	56976 LARSCO, INC	309.48	Fleet Materials; Fleet Materials
		501 - 548 30 31 000 - Office & Operating Supplies			302.58	Color Code Tape
		501 - 548 30 31 000 - Office & Operating Supplies			6.90	Color Code Tape
	APs	Amount		For		
	1553	302.58		Fleet Materials		
	1560	6.90		Fleet Materials		
3424	06/09/2015	Claims	1	56977 LEXIPOL LLC	1,333.33	DTB Subscription Service
		107 - 521 20 41 000 - Professional Services			1,333.33	DTB Subscription Service
	APs	Amount		For		
	1545	1,333.33		DTB Subscription Service		

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3425	06/09/2015	Claims	1	56978	SHAIRA MARROQUIN SOSA	225.00	Facility Rental Deposit Refund
					001 - 362 40 00 000 - Facility Rental	25.00	Rental Fee - Extra Time
					001 - 586 00 00 002 - Refund Facility Deposit	250.00	Facility Rental Deposit Refund
		APs	Amount		For		
		1568	225.00		Facility Rental Deposit Refund		
3426	06/09/2015	Claims	1	56979	NORTH COAST ELECTRIC COMPANY	30.05	Water Repair Material; Water Materials
					403 - 534 51 48 001 - Repairs and Maintenance	12.02	Lamps To Repair Well #12
					403 - 534 51 48 001 - Repairs and Maintenance	18.03	Lamps For Well 12
		APs	Amount		For		
		1508	12.02		Water Repair Material		
		1512	18.03		Water Materials		
3427	06/09/2015	Claims	1	56980	NORTHSTAR CHEMICAL	464.38	Water Materials
					403 - 534 51 31 000 - Office and Operating Supplie:	464.38	Sodium Hypochlorite
		APs	Amount		For		
		1509	464.38		Water Materials		
3428	06/09/2015	Claims	1	56981	PERFORMANCE CPR	1,020.00	First Aid Classes Online
					107 - 521 40 49 002 - Misc/Trng, Registrations	1,020.00	AED/CPR First Aid Online Classes
		APs	Amount		For		
		1546	1,020.00		First Aid Classes Online		
3429	06/09/2015	Claims	1	56982	PIERCE CO BUDGET & FINANCE	259.65	Court Remittance
					001 - 586 12 00 000 - Crime Victims Comp Fund	259.65	Crime Victims Court Remittance April 2015
		APs	Amount		For		
		1532	259.65		Court Remittance		
3430	06/09/2015	Claims	1	56983	PATRICIA PLUMB	58.99	Refund inactive customer credit balance
					406 - 343 10 00 000 - Storm Drainage Fees	-19.63	
					401 - 343 30 00 000 - Electric Sales	-8.62	
					403 - 343 40 10 000 - Water Sales	-30.74	
		APs	Amount		For		
		1474	58.99		Refund inactive customer credit balance		
3431	06/09/2015	Claims	1	56984	PRO-BUILD	26.23	Parks/Fac Supplies
					001 - 518 30 31 000 - Operating Supplies	13.12	Caulk & Knob
					001 - 576 80 31 000 - Operating Supplies	13.11	Caulk & Knob
		APs	Amount		For		
		1556	26.23		Parks/Fac Supplies		
3432	06/09/2015	Claims	1	56985	CITY OF PUYALLUP	56.42	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	56.42	Jail Services Feb/Mar 2015
		APs	Amount		For		
		1504	56.42		Jail Services		
3433	06/09/2015	Claims	1	56986	VICKI QUINLAN	200.00	Facility Rental Deposit Refund

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		001 - 362 40 00 000 - Facility Rental			50.00	Rental Fee - Extra Time
		001 - 586 00 00 002 - Refund Facility Deposit			250.00	Facility Rental Deposit Refund
	APs	Amount		For		
	1563	200.00		Facility Rental Deposit Refund		
3434	06/09/2015	Claims	1	56987 RIGHT! SYSTEMS, INC	10,940.00	Server Install/Configure &
		001 - 594 19 64 000 - Capital Expense - technology			10,940.00	Server Install/Configure & Support
	APs	Amount		For		
	1536	10,940.00		Server Install/Configure & Support		
3435	06/09/2015	Claims	1	56988 ROBBLEE'S TOTAL SECURITY INC	111.59	Facility Repair
		001 - 518 30 48 002 - Building Repair & Maint			111.59	PD Evidence Room Door Repair
	APs	Amount		For		
	1565	111.59		Facility Repair		
3436	06/09/2015	Claims	1	56989 SHOPE CONCRETE PRODUCTS CO.	550.07	Storm Materials
		310 - 594 76 63 067 - ADA Improvements - Park			550.07	Pipes - ADA Bathroom Entrance
	APs	Amount		For		
	1552	550.07		Storm Materials		
3437	06/09/2015	Claims	1	56990 SUPPLYWORKS	554.14	Janitorial Supplies
		001 - 518 30 31 000 - Operating Supplies			554.14	Janitorial Supplies
	APs	Amount		For		
	1555	554.14		Janitorial Supplies		
3438	06/09/2015	Claims	1	56991 TACOMA DODGE CHRYSLER JEEP	8.57	Freight Charge #5253443
		501 - 548 30 34 000 - Parts			8.57	Freight Charge For Invoice #5253433
	APs	Amount		For		
	1554	8.57		Freight Charge #5253443		
3439	06/09/2015	Claims	1	56992 TMG SERVICES INC.	246.24	Water Materials; Water Repair Materials
		403 - 534 51 31 000 - Office and Operating Supplie:			75.88	Control Cable For Well 3
		403 - 534 51 48 001 - Repairs and Maintenance			170.36	PH Sensor
	APs	Amount		For		
	1511	75.88		Water Materials		
	1558	170.36		Water Repair Materials		
3440	06/09/2015	Claims	1	56993 UNIFIRST CORPORATION	192.75	Uniforms; Uniforms
		001 - 518 30 20 002 - Uniforms			5.24	Uniforms
		406 - 531 30 20 002 - Uniforms			8.38	Uniforms
		401 - 533 50 20 002 - Uniforms			71.07	Uniforms
		403 - 534 50 20 002 - Uniforms			6.46	Uniforms
		403 - 534 50 20 002 - Uniforms			43.47	Uniforms
		101 - 542 30 20 002 - Uniforms			21.47	Uniforms
		501 - 548 30 20 002 - Uniforms			31.42	Uniforms
		001 - 576 80 20 002 - Uniforms			5.24	Uniforms
	APs	Amount		For		

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		Amount			For	
	APs					
	1550	77.53		Uniforms		
	1551	115.22		Uniforms		
3441	06/09/2015	Claims	1	56994 UNUM LIFE INSURANCE	122.20	Leoff Long Term Care Premium
				107 - 521 20 20 000 - Personnel Benefits	122.20	Leoff Long Term Care Premiums
		Amount			For	
	APs					
	1460	122.20		Leoff Long Term Care Premium		
3442	06/09/2015	Claims	1	56995 TREASURY DIV.-MONEY CENTE US BANK N.A. - CUSTODY TREASURY	38.00	Bank Safekeeping Fees
				001 - 514 20 49 000 - Miscellaneous	38.00	Safekeeping Fees
		Amount			For	
	APs					
	1531	38.00		Bank Safekeeping Fees		
3443	06/09/2015	Claims	1	56996 PESTICIDE MANAGEMENT DIV. WA STATE DEPT OF AGRICULTURE	33.00	Pesticide License Renewal
				001 - 576 80 49 000 - Misc/Other Expense	33.00	2015 Pesticide/SPI License Renewal
		Amount			For	
	APs					
	1542	33.00		Pesticide License Renewal		
3444	06/09/2015	Claims	1	56997 WA STATE TREASURER	15,209.66	Court Remittance And Building Code Fees
				001 - 586 00 00 001 - Building Code Fee	18.00	Building Code Fees May 2015
				001 - 586 83 00 000 - Trama/Auto Theft/Brain Injur	1,198.13	Court Remittance May 2015
				001 - 586 88 00 000 - State General Fund 54 (PSEA	124.31	Court Remittance May 2015
				001 - 586 89 00 000 - Death Investigation Account	661.81	Court Remittance May 2015
				001 - 586 91 00 000 - State General Fund 40 (PSEA	7,238.91	Court Remittance May 2015
				001 - 586 92 00 000 - State General Fund 50 (PSEA	3,884.67	Court Remittance May 2015
				001 - 586 96 00 000 - Lab Blood/Breath	1.92	Court Remittance May 2015
				001 - 586 97 00 000 - JIS	1,914.41	Court Remittance May 2015
				001 - 586 99 00 000 - School Zone Safety	167.50	Court Remittance May 2015
		Amount			For	
	APs					
	1535	15,209.66		Court Remittance And Building Code Fees		
3445	06/09/2015	Claims	1	56998 WASHINGTON TRACTOR	731.03	Fleet Materials; Fleet Materials; Fleet Repair
				501 - 548 30 34 000 - Parts	116.63	Ball Bearing Gaskets Mower Blade #15
				501 - 548 30 34 000 - Parts	561.08	Rear Spare Wheels #15
				501 - 548 30 48 000 - Repairs & Maintenance	53.32	#15 Mover Trans Bearing Removal
		Amount			For	
	APs					
	1561	116.63		Fleet Materials		
	1562	561.08		Fleet Materials		
	1564	53.32		Fleet Repair		
3446	06/09/2015	Claims	1	56999 WATER MANAGEMENT LABORATORIES	131.00	Water Testing
				403 - 534 51 41 000 - Professional Services	131.00	Water Testing
		Amount			For	
	APs					
	1510	131.00		Water Testing		

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3447	06/09/2015	Claims	1	57000	WILLIAMS OIL FILTER SERVICE	430.56	Fleet Materials
					501 - 548 30 34 000 - Parts	430.56	Hydraulic Hoses #47
		APs	Amount		For		
		1566	430.56		Fleet Materials		
3448	06/09/2015	Claims	1	E57001	JIVE COMMUNICATIONS	1,458.86	Phones
					001 - 513 10 42 000 - Communication	72.94	Phones
					001 - 514 20 42 000 - Communication	72.94	Phones
					001 - 518 30 42 000 - Communication	36.47	Phones
					001 - 518 90 42 000 - Communication	36.47	Phones
					107 - 521 20 42 000 - Communication	218.83	Phones
					406 - 531 10 42 000 - Communication	145.89	Phones
					401 - 533 10 42 000 - Communications	320.95	Phones
					403 - 534 10 42 000 - Communication	335.54	Phones
					101 - 542 30 42 000 - Communication	72.94	Phones
					501 - 548 30 42 000 - Communications	36.47	Phones
					001 - 558 50 42 000 - Communications	36.47	Phones
					001 - 558 60 42 000 - Communication	36.47	Phones
					001 - 576 80 42 000 - Communication	36.48	Phones
		APs	Amount		For		
		1505	1,458.86		Phones		
3449	06/09/2015	Claims	1	E57002	KANSAS STATE BANK	8,109.03	Vector Truck Payment
					406 - 531 30 48 000 - Repairs and Maintenance	8,109.03	Vector Truck Payment
		APs	Amount		For		
		1559	8,109.03		Vector Truck Payment		
3450	06/09/2015	Claims	1	E57003	CITY OF MILTON - C/O RLI	9,403.65	City Utilities
					001 - 518 30 47 000 - Public Utility Service	37.03	City Utilities
					107 - 521 20 47 000 - Utilities	750.70	City Utilities
					406 - 531 30 47 000 - Public Utility Services	130.88	City Utilities
					401 - 533 50 47 000 - Public Utility Services	627.86	City Utilities
					403 - 534 51 47 001 - Public Utility Services	4,469.75	City Utilities
					101 - 542 30 47 000 - Utilities	1,826.68	City Utilities
					001 - 558 50 47 000 - Public Utility Services	41.43	City Utilities
					001 - 558 60 47 000 - Public Utilities	41.43	City Utilities
					001 - 569 00 47 000 - Public Utilities-SC	327.33	City Utilities
					001 - 576 80 47 000 - Public Utility Service	1,150.56	City Utilities
		APs	Amount		For		
		1529	9,403.65		City Utilities		
3451	06/09/2015	Claims	1	E57004	US BANK ACCOUNTABILITIES	66.55	Copier Lease
					107 - 521 20 45 000 - Operating Rentals and Leases	66.55	Police Clerk Copier Lease
		APs	Amount		For		
		1530	66.55		Copier Lease		
3456	06/10/2015	Claims	1	E57005	DISCOVERY BENEFITS	11.70	FSA Monthly Admin Fee
					001 - 517 30 49 000 - FSA Plan Fees	11.70	FSA Monthly Admin Fee
		APs	Amount		For		
		1571	11.70		FSA Monthly Admin Fee		

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3457	06/30/2015	Claims	1	E57006 SANDRA ALLEN	4,000.00	Judge Services
		001 - 512 50 41 000 - Professional Services			4,000.00	Judget Services June 2015

APs	Amount	For
1503	4,000.00	Judge Services

3458	07/02/2015	Claims	1	E57007 COMCAST	522.74	Phones
		001 - 513 10 42 000 - Communication			26.14	Phone Lines & Internet
		001 - 514 20 42 000 - Communication			26.14	Phone Lines & Internet
		001 - 518 30 42 000 - Communication			13.07	Phone Lines & Internet
		001 - 518 90 42 000 - Communication			13.07	Phone Lines & Internet
		107 - 521 20 42 000 - Communication			78.41	Phone Lines & Internet
		406 - 531 10 42 000 - Communication			52.27	Phone Lines & Internet
		401 - 533 10 42 000 - Communications			115.00	Phone Lines & Internet
		403 - 534 10 42 000 - Communication			120.23	Phone Lines & Internet
		101 - 542 30 42 000 - Communication			26.14	Phone Lines & Internet
		501 - 548 30 42 000 - Communications			13.07	Phone Lines & Internet
		001 - 558 50 42 000 - Communications			13.07	Phone Lines & Internet
		001 - 558 60 42 000 - Communication			13.07	Phone Lines & Internet
		001 - 576 80 42 000 - Communication			13.06	Phone Lines & Internet

APs	Amount	For
1570	522.74	Phones

001 General Fund	52,557.97	
101 Street Fund	1,947.23	
107 Criminal Justice Fund	4,533.85	
310 Capital Improvement Fund	550.07	
401 Electric Utility Fund	11,573.29	
403 Water Utility Fund	8,816.08	
406 Stormwater Operations Fund	10,551.06	
501 Vehicle Repair & Maintenance Fund	1,734.60	
631 Trust / Suspense Funds	574.22	
	92,838.37	Claims: 92,838.37
* Transaction Has Mixed Revenue And Expense Accounts		92,838.37

I hereby certigy that the expenditures shown above reflect the true and correct expenditures to the best of my knowledge. I further certify the expenditures above to be valid and correct.

Back to
Voucher Form

Finance Director

Date

We, the undersigned Councilmembers of the City of Milton, Washington, do hereby certify and approve the above payroll and claim vouchers.

Councilmember

Councilmember

Councilmember

Councilmember



To: Mayor Perry and City Council Members
From: Betty J. Garrison, Finance Director
Date: June 15, 2015
Re: Authorization to Process Vouchers

ATTACHMENTS: None.

TYPE OF ACTION:

Information Only Discussion Action Public Hearing Expenditure

Recommendation/Action: “I move to authorize the Finance Department to process operating expenses for payment, with the Mayor’s approval, during summertime gaps between Regular Council Meetings.”

Background: Council voted to cancel the Regular Meeting on July 6th. The next regular Council Meeting where Vouchers will be presented for approval prior to payment is scheduled for July 20th. Additionally, it is often the case that Council votes to cancel the meeting immediately following Milton Days, which will result in another large gap between meetings.

Issue: Operating expenses and payroll continue to require payment. To avoid late fees and past-due notices, the Finance Department would like to process payments as necessary for regular operations during this gap in meetings.

Alternatives: The choices to continue making payments and avoid late fees and past-due notices are:

- Authorize the Finance Department to process operating expenses for payment with the Mayor’s approval. Under this alternative, all payments that are processed during this time will come before Council for review and ratification at the first regular meeting following any lengthy gap. If any Council member would like to review payments being made, the Finance Department would be happy to provide the paperwork for review at any time.
- Authorize the Finance Committee to approve payments during this time. Under this alternative, the Finance Department would schedule a meeting for the Finance Committee to come into the office to approve payments as they are processed. A quorum of the Finance Committee is two members, with the extended absence of one member during the months of June and July.



To: Mayor Perry and City Council Members
From: Betty J. Garrison, Finance Director
Date: June 15, 2015
Re: Creating Internal IT Service Fund

ATTACHMENTS: Ordinance Creating Internal Information Technology Service Fund

TYPE OF ACTION:

Information Only Discussion Action Public Hearing Expenditure

Recommendation/Action: “I move to adopt the Ordinance creating a new Milton Municipal Code Section 3.24.220 to establish a new Internal Information Technology Service Fund.”

Background: Council took action at the Regular Meeting on June 1, 2015 identifying the intent to create an Internal IT Service Fund. This Ordinance is the formal action necessary for the establishment of this fund.

Fiscal Impact/Source of Funds: The funding for this fund was identified by Council motion on June 1, 2015. All IT expenditures will be consolidated within this fund, and the income will come from the different departments and Funds as IT services and equipment is utilized. This fund will also contract with other jurisdictions to provide IT services, and the cost of those services will be billed to them.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, CREATING A NEW MILTON MUNICIPAL CODE SECTION 3.24.220 TO ESTABLISH A NEW INTERNAL INFORMATION TECHNOLOGY SERVICE FUND, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Milton created an Information Technology (“IT”) program, and hired an IT Director to work on improving the City’s computer systems; and

WHEREAS, the IT program was initially allocated \$35,000 in funds, in addition to \$31,000 for capital technology; and

WHEREAS, the new Internal Information Technology Service Fund (“Fund”) would be established as a dedicated account for all IT appropriations and funding; and

WHEREAS, the creation of the Fund will allow for all income and expenses for IT to be identified and accounted for in one place; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO
ORDAIN AS FOLLOWS:

Section 1. Adopted. A new Milton Municipal Code 3.24.220 entitled “Internal Information Technology Service Fund” is hereby, for the purpose set forth in above in the WHEREAS clauses, adopted to read as set forth in Exhibit A, which by this reference is herein incorporated as if set forth in full.

Section 2. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence,

clause or phrase of this ordinance.

Section 3. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

Passed by the City Council of the City of Milton, the _____ day of _____, 2015.

Approved by the Mayor of the City of Milton, the _____ day of _____, 2015.

APPROVED:

MAYOR

ATTEST/AUTHENTICATED:

CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY _____

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. _____

EXHIBIT A

3.24.220 Internal Information Technology Service Fund.

There is hereby created a new fund, entitled “Internal Information Technology Service Fund,” for the purpose of accounting for the appropriation, receipt and distribution of income and expense related to the City’s Information Technology program.

Monies from this Fund shall be utilized specifically for programs related to the City’s Information Technology program.

[Back to Agenda Bill](#)



To: Mayor Perry and City Council Members
From: Betty J. Garrison, Finance Director
Date: June 15, 2015
Re: Establishing Lodging Tax Advisory Committee

ATTACHMENTS: Ordinance relating to lodging taxes; establishing the Lodging Tax Advisory Committee

TYPE OF ACTION:

Information Only Discussion Action Public Hearing Expenditure

Recommendation/Action: "I move to adopt the Ordinance establishing the Lodging Tax Advisory Committee."

Background: The City of Milton City Council voted to adopt a Lodging Excise Tax on February 2, 2015. The State Department of Revenue is responsible for collecting and distributing the Lodging Tax funds to appropriate jurisdictions. The City will then be responsible for administration.

Issue: One of the requirements of a Lodging Tax is the establishment of a Lodging Tax Advisory Committee. This Ordinance establishes the Committee, as well as the membership and responsibilities of the Committee, which are to review proposals for the expenditure of these funds for activities involving tourism promotion.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MILTON,
WASHINGTON, RELATING TO LODGING TAXES;
ESTABLISHING THE LODGING TAX ADVISORY
COMMITTEE; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 3.17 of the Milton Municipal Code describes the City's
Lodging Excise Tax; and

WHEREAS, the City Council desires to establish a Milton Lodging Tax
Advisory Committee;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,
WASHINGTON, HEREBY DO ORDAIN AS FOLLOWS:

Section 1. New Section Adopted. A new section 3.17.110 is hereby adopted to the
Milton Municipal Code to read as follows:

3.17.110 - Lodging Tax Advisory Committee

- A. There is hereby established a Lodging Tax Advisory Committee, consisting of five members appointed by the City Council, to serve and perform for the City of Milton the functions prescribed for the Committee in Chapter 67.28 RCW. The membership of said Committee shall be reviewed annually by the City Council.
- B. The Committee membership shall include:
 1. At least two members who are representatives of businesses required to collect tax under this Chapter; and
 2. At least two members who are persons involved in activities authorized to be funded by revenue received under this Chapter; provided that persons

who are eligible for appointment under (1) of this subsection are not eligible for appointment under (2) of this subsection. Persons who are eligible for appointment under (2) of this subsection are not eligible for appointment under (1) of this subsection; and

3. One member shall be an elected official of the City who shall serve as chair of the Committee.
- C. Organizations representing businesses required to collect tax under this Chapter, organizations involved in activities authorized to be funded by revenue received under this Chapter, and local agencies involved in tourism promotion may submit recommendations for membership on the Committee.
- D. The number of members who are representatives of businesses required to collect tax under this Chapter shall equal the number of members who are involved in activities authorized to be funded by revenue received under this Chapter.
- F. The City shall submit to the Committee for review and comment proposals for any new taxes authorized under Chapter 67.28 RCW, or for increases in the rate of a tax imposed under this Chapter, or for the repeal of an exemption from a tax imposed under this Chapter, or for a change in the use of revenue received under this chapter. The submission shall occur at least forty-five days before final action on or passage of the proposal by the City Council.
- G. The Committee shall submit comments on the proposal in a timely manner to the City Council through the Mayor or designee. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under this Chapter. Failure of the Committee to submit comments before final action on or passage of the proposal shall not prevent the City Council from acting on the proposal. The City Council is not required to submit an amended proposal to the Committee.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City as provided by law, and shall take effect and be in full force five (5) days after the date of publication.

PASSED by the City Council on this _____ day of June, 2015; and

APPROVED by the Mayor on this _____ day of June, 2015.

APPROVED:

MAYOR, DEBRA PERRY

ATTEST/AUTHENTICATED:

CITY CLERK, KATIE BOLAM

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APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

By: _____

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO



To: Mayor Perry and City Councilmembers
From: Chris Larson, Contract Planner
Aaron Nix, Community Development Director
Date: June 15th, 2015
Re: **2015 Comprehensive Plan Update**

ATTACHMENTS: 1 – Proposed Ordinance
2 – Comprehensive Plan with Maps

Type of Action:

Information Only Discussion Action (Council's Discretion) Expenditure
Required

Recommendation/Action: Staff is looking for comment from the Council to hone in the final work product for adoption at a Special Meeting on June 29, 2015. **Or,**

Alternative Action: If Council wishes to adopt the **2015 Comprehensive Plan Update** at this meeting – “I move to ...”

Fiscal Impact/Source of Funds: The City received a grant from the Department of Commerce, as well as budgeted money in the 2014 and 2015 budgets, to update the City's Comprehensive Plan, as required under RCW 36.70.

Previous Council Review: This is first time the City Council has seen the full Comprehensive Plan. At the Council's June 8th, 2015 meeting, staff discussed the overall Comprehensive Plan update and input the City had received from various state agencies, highlighting key areas of required change and recommendations from the City's Planning Commission.

Background: The City is required to update its Comprehensive Plan by June 30th, 2015. This process was started in 2012 with the adoption of the Visioning Report, which was utilized as a guide for future updates to the Comprehensive Plan.

This version of the Comprehensive Plan includes the version recommended by the Planning Commission along with a few clarifying changes, as requested by the Commission. Staff is working with the Mayor to determine the final format. The final format will not include any substantive changes, as the intent is to provide a very presentable document that will be utilized extensively.

Discussion: The Comprehensive Plan is composed of 7 elements including 1) Introduction, 2) Land Use, 3) Housing, 4) Transportation, 5) Parks Recreation and Open Space, 6) Utilities, and 7) Capital Facilities.

Each element contains an Introduction, a summary of the issues and concerns, adoption of goals and policies, and an analysis section.

The individual elements analyze and review the topics associated with them. For example:

- The Special Planning Areas are discussed in the Land Use Element.
- The Housing Unit capacity is analyzed in the Housing Element.
- The Employment capacity is analyzed in the Land Use Element.
- The Streets Level of Service (LOS) is discussed in the Transportation Element.
- The Parks LOS is discussed in the Parks, Recreation and Open Space Element.

Questions to Consider: The Planning Commission considered it very helpful when staff provided a list of questions to consider in reviewing each of the elements. Below is a list of questions that the Council may choose to take into consideration when reviewing the Comprehensive Plan.

- Do you feel the Comprehensive Plan adequately reflects and incorporates the 2012 Vision?
- Do you feel the goals and policies proposed for adoption in the Comprehensive Plan represents a future Milton that you would like to live in?
- Are you comfortable with, and do you understand the “adopted growth targets”?
- Are the Issues and Concerns in section 2 of each element adequately identified?
- Do the Goals and Policies in section 3 of each element adequately address the issues?
- Are there any items that you feel are missing from the analysis, or that you feel require additional review?
- Do you feel there are any aspects of Milton, or the adopted Vision that should be further addressed?

It is Staff's hope that the Comprehensive Plan will serve as a basis for all future planning activities, for helping direct Staff in meeting the long term vision established by the City's elected Officials and Citizenry. We feel that this is a great first step in this process, realizing that continuous improvement and honing of this vision will occur as time progresses.

We appreciate your time and consideration in evaluating this work product.

**CITY OF MILTON
ORDINANCE ____**

**AN ORDINANCE OF THE CITY OF MILTON,
WASHINGTON, ADOPTING THE GROWTH
MANAGEMENT ACT MANDATED PERIODIC
UPDATE TO THE CITY OF MILTON'S
COMPREHENSIVE PLAN**

WHEREAS, in 1995 the City Council adopted the Comprehensive Plan for the City of Milton and it's urban growth area pursuant to the State of Washington's Growth Management act; and

WHEREAS, the City Council adopted a major update to the City of Milton Comprehensive Plan in 2005; and

WHEREAS, on November 19th, 2012 the City Council adopted the 2012 Vision Report: a Community of Neighborhoods, a City of Places, via Resolution 12-1826 at their regularly scheduled meeting to act as a guide for future updates to the City's Comprehensive Plan; and

WHEREAS, the Planning Commission reviewed the updated comprehensive plan as part of their 2013 and 2014 work plans; and

WHEREAS, the City received citizen input through the 2012 Visioning Process, attendance at the annual Milton Day's Picnic, online surveys, open public meetings, and open house meetings; and

WHEREAS, the State Department of Commerce has been provided with 60-day notice of intent to adopt the comprehensive plan update on March 16th 2015 and were provided with the Material ID # 21121; and

WHEREAS, the City performed a SEPA analysis and issued a Determination of Nonsignificance on March 20th, 2015; and

WHEREAS, the City finds the proposed amendments as set forth in this ordinance are consistent with the goals and policies of the Growth Management Act, the countywide planning policies for both King and Pierce County, and Vision 2040; and

WHEREAS, the Planning Commission held a public hearing on May 27th, 2015, to obtain input from citizens on the proposed amendments; and

WHEREAS, the City has determined that the proposed amendments to the City of Milton Comprehensive Plan meet the procedural and substantive requirements found in the Growth Management Act.

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

Section 1. Findings. The above recitals are hereby adopted by reference as legislative findings in support of this ordinance. The City Council further enters the following additional findings:

A. The Comprehensive Plan amendments set forth herein bear a substantial relation to the public health, safety and welfare.

B. The Comprehensive Plan amendments set forth herein are in the best interest of City of Milton residents.

C. The Comprehensive Plan amendments set forth herein satisfy all relevant criteria for approval and adoption.

D. The Comprehensive Plan amendments set forth herein have been processed, reviewed, considered and adopted in material compliance with all applicable state and local procedural requirements, including but not limited to the requirements codified in and Chapter 36.70A RCW and Chapter 35A.63 RCW.

E. All relevant procedural requirements of the State Environmental Policy Act have been satisfied with respect to this ordinance.

Section 2. Adoption. The City hereby adopts City of Milton Comprehensive Plan attached as Exhibit A as the Growth Management Act periodic update required under RCW 36.70A.130.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by State or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall take effect and be in full force five (5) days after its adoption.

PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regularly scheduled meeting this _____ day of June 2015.

CITY OF MILTON

Debra Perry, Mayor

ATTEST/AUTHENTICATED:

Katie Bolam, Deputy City Clerk

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Approved as to form:

Bio Park, City Attorney

Date of Publication:

Effective:



CITY OF MILTON COMPREHENSIVE PLAN

Mayor

Debra Perry

City Council

Position 1 Lois Zaroudny
Position 2 Susan Johnson
Position 3 Bryan Ott
Position 4 Tony Bennest
Position 5 Todd Morton
Position 6 Jim Manley
Position 7 Bob Whalen

Adopted
June _____, 2015
(INSERT ORD #)

Planning Commission

Rose Reeves - Chair

Jacquelyn Whalen - Vice Chair

Michael Olson

Jeremy Jansa

Wendy McMillan

Tom Boyle

Todd Larson

Comprehensive Plan Consultants

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1. What is a Comprehensive Plan?

A Comprehensive Plan provides a legal framework to guide future land use, transportation, utility, housing, capital facility and other City policy decisions. It is designed to be comprehensive and general at the same time, while taking a long term approach as follows:

- **Comprehensive** in that it encompasses the entire City and the entirety of physical development in the City,
- **General** in that it presents goals and related policies, guidelines and necessary improvements, and
- **Long Term** in that it looks 20 years into the future balancing long range desires and goals with current issues and needs.

The City's Comprehensive Plan is to be used by the public and private sector alike for Policy Determination, Policy Implementation and Communication/Education.

- **Policy Determination:** Through the comprehensive planning process, City officials assess the big picture for the City. This means setting aside current issues and looking at how the City will perform, feel, and look in the future. This outcome of this process are adopted policies.
- **Policy Implementation:** A City can implement its desires and vision for the future much more effectively and efficiently when they are adopted by an official policy document, such as a Comprehensive Plan.

For most local governments in Washington State, including Milton, the Comprehensive Plan is a required source for City officials to adopt and consult when making decisions that affect the physical development of the City. This includes adopting zoning regulations, public facility development and investment, critical areas regulations, and other development regulations and activities. The comprehensive plan also provides a practical guidebook for making day to day and project level decisions and to ensure the implementation of the City's overall long range goals.

- **Communication/Education:** The Comprehensive Plan communicates and enunciates City policies. It is an expression of what is important to the community. This provides the public, including citizens, property owners, developers, business owners, neighboring jurisdictions, financial institutions and other interested parties with the ability foresee how decisions will be made; providing predictability in Milton's decision making process.

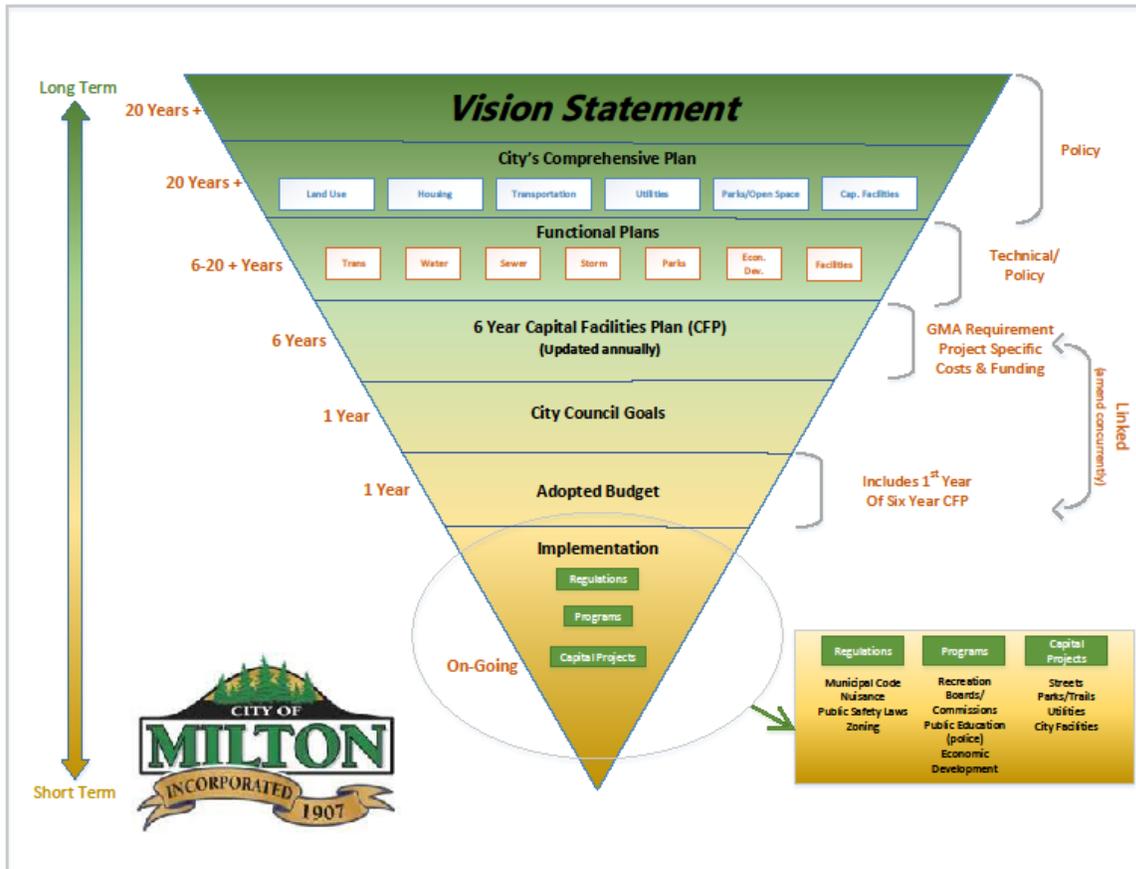
The Milton Comprehensive Plan is comprised of different Elements that address Land Use, Housing, Transportation, Capital Facilities, Utilities, and Parks, Trails and Open Space. Goals and Policies are included in each element to cover their respective topics.

These goals and policies serve to support the Vision. The goals and policies are then used to guide implementing development regulations. This hierarchy is summarized as follows:

Vision – Regulation Hierarchy

Items	Description	Example
Vision	Aspirational, Big Picture	A City that is proud of its large trees and open spaces.
Goal	Implements the Vision	To enhance and maintain the existing green and open spaces in the City of Milton.
Policy	Specifically who will do what	The City should strive to maintain existing greenery through urban forestry programs and appropriate development regulations, and require development to maintain and enhance the natural vegetation.
Regulation	How many, to what degree, etc	Existing trees shall be protected during redevelopment or replaced at a ratio of X: X. New development shall be required to provide XX square feet of landscaping.

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2. Milton Planning Area (UGA)

The Milton Urban Growth Area includes the entire City Limits as well as the City’s designated Potential Annexation Areas (PAA). The City of Milton is primarily located between SR 161 (Meridian) and SR 99 (Pacific Highway). The City and its Urban Growth Area lie within two jurisdictions, King to the north and Pierce to the south. The cities of Federal Way, Fife and Edgewood lie just beyond Milton’s Planning Area.

PLACEHOLDER FOR UGA MAP

3. Planning Framework

In 1990, the State of Washington adopted the Growth Management Act (GMA). The GMA requires comprehensive plans to include specific elements, requires adoption of implementing regulations, and consistency with countywide and multi-county planning guidance.

Growth Management Act (GMA)

In 1990, Washington State adopted the GMA. In passing the GMA, the State legislature found that,

“uncoordinated and unplanned growth, together with a lack of common goals expressing the public’s interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality

of life enjoyed by residents of this state. It is in the public interest that citizens, communities, local governments, and the private sector cooperate and coordinate with one another in comprehensive land use planning. Further, the legislature finds that it is in the public interest that economic development programs be shared with communities experiencing insufficient economic growth.”

The State GMA provides 14 Goals, in no priority, intended to guide the development of Comprehensive Plan and Development regulations. These Goals are:

1. **Urban growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
2. **Reduce sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
3. **Transportation.** Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
4. **Housing.** Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
5. **Economic development.** Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
6. **Property rights.** Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
7. **Permits.** Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
8. **Natural resource industries.** Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.
9. **Open space and recreation.** Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.
10. **Environment.** Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
11. **Citizen participation and coordination.** Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
12. **Public facilities and services.** Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
13. **Historic preservation.** Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.

14. Goals and policies of the Shoreline Management Act.

County Wide Planning Policies

The GMA also requires counties which have experienced rapid growth, to adopt Countywide Planning Policies (CPP's). Countywide Planning Policies assist the county and cities and towns within the county in coordinating cross-jurisdictional matters such as urban growth areas and annexations, affordable, economic development, and regional public capital facilities. Countywide Planning Policies also provide a framework to create consistency between the numerous comprehensive plans that are adopted by the cities and towns.

Countywide Planning Policies may not, however, alter the land use powers of cities. The purpose of the CPP's is to ensure consistency between county and city comprehensive plans, not to authorize counties to usurp the land use authority of cities and towns.

The City of Milton's Comprehensive Plan has been written to be consistent with and implement the CPP's for both King and Pierce County.

Vision 2040

The Puget Sound Regional Council adopted Multi-County Planning Policies (MPP's) through the adoption of Vision 2040 in April 2008. Multi-county Planning Policies guide the certification of local Comprehensive Plans, by the PSRC. Vision 2040 is an integrated, long-range vision for maintaining a healthy region – promoting the well-being of people and communities, economic vitality, and a healthy environment. It contains an environmental framework, a numeric regional growth strategy, policy sections guided by overarching goals, implementation actions, and measures to monitor progress.

The City of Milton's Comprehensive Plan has been written to be consistent with and implement the MPP's adopted in Vision 2040.

4. Public Participation

One of the hallmarks of GMA is early and continuous public participation. Public participation techniques must be transparent and clear. The City will encourage and facilitate public participation in the planning process by utilizing the objectives and techniques listed below, tailored to the complexity and nature of the specific plan and/or development regulation amendment. This recognizes that different levels of public participation techniques are appropriate for different plan and development regulation amendments.

For the purposes of complying with RCW 36.70A.140, the following constitutes the City's Public Participation Program. The Public Participation Program is designed to meet the following objectives:

- Provide a roadmap for the public, outlining a clear and accessible public process, as well as identifying opportunities throughout the process for the citizens to provide input.
- Outline a broad base of stake holders and participants.
- Make a concerted and continuous effort to ensure that elected officials, advisory commissions/boards, and staff are fully aware of and understand community and stakeholder concerns.

- Encourage participation among all age groups, specifically retired and young individuals.
- Meet the requirements of the Growth Management Act.

In order to ensure adequate public participation and notification, the City of Milton will use a range of public participation techniques. In developing the list of public participation techniques, it is recognized that different plan and/or development regulation amendments will warrant a unique Public Participation Program tailored to the amendment and its complexity. This evaluation will be done on a case by case basis to ensure proper public participation and public notification.

Public participation methods include, but are not limited to:

- Newspaper advertisements within the Tacoma Weekly and Milton Signal.
- Mailing notices to property owners and residences within a certain radius of site specific proposals.
- Public Workshops and Open Houses.
- Meetings with the City Council, Parks Board, and Planning Commissions.
- Public Hearings.
- Posting notices in general locations including City Hall, the Milton Library, and the Milton Community Center.
- Notices and/or special videos on the cable access channel.
- Informational pages or notices on the City Website.
- Public Surveys.
- City social networking sites.
- Mayors Forum.
- Announcements at regional board or commissions.
- Booth at the Milton Days festival and other community events
- Citizens Advisory Committees.
- Email lists.

In addition to public hearings required by law for adoption of Comprehensive Plan Amendments and development regulations, public participation will also be solicited through the SEPA process.

Since the time of the Growth Management Act's initial adoption, the internet and social networking sites have become increasingly popular. Facebook, Google+, Twitter, Pinterest, YouTube and others may be utilized (where appropriate) to aid in public participation. Additional new techniques and methods to increase transparency and public participation will likely present themselves; the City will look to employ those opportunities in the future as appropriate.

5. Milton 2035 – “A Vision for the Future”

A Vision Statement is a brief statement identifying the desired characteristics of the City's Future. A Vision Statement is the upper echelon of the policy pyramid and guides development of long range goals and policies. Milton's Vision Statement is supported by Guiding Principles that were identified by Citizens and elected officials through a citizen participation process.

Vision Statement:

Milton

A City for all ages striving to maintain its small town character and support for strong schools, public safety and neighborhood unity, balancing the need to grow and prosper in a sustainable manner with the environmental, political, economic, and social desires of the City.

A great place to raise a family, with interconnected and attractive parks, trails, and public spaces that are complimentary of the natural environment, critical areas, and valuable natural resources for the enjoyment of future generations.

A City that understands the relationship between commerce and healthy livable cities; an understanding that guides the need to support business and economic growth, in harmony with the City's small town charm.

Guiding Principles:

- Maintain and enhance the City's small town character
- Create a safe place to raise families
- Provide for strong community unity with an emphasis on family life
- Create safe streets
- Support a strong police and fire force
- Strive to relieve congestion and improve safety on SR 161
- Allow and care for varied needs of population
- Foster and sustain neighborhood cohesiveness
- Buffer incompatible uses and districts
- Maintain and increase the City's trail, sidewalk and non-motorized modes of transportation
- Concentrate business and industry in appropriate areas
- Preserve and enhance existing vegetation and open spaces
- Provide opportunities for youth activities and engagement
- Protect and enhance the City's natural resources, critical areas, and wildlife habitat

Future Amendments

A Comprehensive Plan is general and exhaustive. However, the document should be flexible enough to change with the times, as well as changes in political and social desires, demographics, economic circumstances, new laws and technological innovations. However, the State GMA allows for amendments to occur only once a year, except in the case of emergency amendments.

The City will review its Comprehensive Plan on a regular basis to assure its consistency with the State law and regional planning goals and policies.

Public and privately initiated amendments will be considered once a year consistent with the State GMA and Milton Municipal Code section 17.67 – "Comprehensive Plan Amendments".

6. Other Comprehensive Plan Studies

Since the City's last adoption of the Comprehensive Plan, a number of City Utility Comprehensive Plans and other functional plans have been created and adopted. These are listed below and are considered supplemental to and part of this Comprehensive Plan.

- Wellhead Protection Plan (2001)
- Water System Plan (July 2010)
- Electrical System Plan (July 2005)
- Comprehensive Stormwater Management Plan (July 2005)
- Shoreline Master Plan (November 2012)
- 2012 Visioning Report; A Community of Neighborhoods, a City of Places (November 2012)

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Element 02– Land Use

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1. Introduction

This element will cover issues related to land use in the City of Milton. This includes an analysis of the City's existing development pattern, identification of the City's Vision for the future, how much regional growth the City will be required to accommodate, and the most appropriate way to accommodate anticipated growth while remaining true to Milton's residential character and small town charm.

The Washington Growth Management Act (GMA) requires that each city develop a land use element as part of their comprehensive plan. Specifically RCW 36.70A.070(1) states as follows:

“A land use element designating the proposed general distribution and general location and extent of the uses of land, where appropriate, for agriculture, timber production, housing, commerce, industry, recreation, open spaces, general aviation airports, public utilities, public facilities, and other land uses. The land use element shall include population densities, building intensities, and estimates of future population growth. The land use element shall provide for protection of the quality and quantity of groundwater used for public water supplies. Wherever possible, the land use element should consider utilizing urban planning approaches that promote physical activity. Where applicable, the land use element shall review drainage, flooding, and storm water run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state, including Puget Sound or waters entering Puget Sound.”

In 2012 the City conducted a visioning process that resulted in the adoption of the *2012 Vision Report: A Community of Neighborhoods, a City of Places* (The Visioning Report). This Visioning Report is the outcome of the City's desire to review potential economic and infrastructure opportunities within the City. The visioning exercise began with discussions of an Ad Hoc Committee created by the City Council, which identified general goals, opportunities and constraints for the community. Public input supported the Ad Hoc Committee's desire of preserving the quality and character of residential neighborhoods, while looking for ways to create more inviting destinations, community gathering places, better traffic and pedestrian circulation, more open space for families, creating greater city-wide cohesiveness, and increasing the revenue/tax base. Economic development will be an important means for funding the maintenance of streets, utilities and public/governmental services, in order to preserve the character of the neighborhoods.

The 2012 Vision was adopted with the sole purpose of guiding future updates to the City's Comprehensive Plan. It also created a road map of potential uses and opportunity for development in the City, and identified six (6) main places that serve as destinations for both citizens of Milton and for regional communities. These “places”, which are identified in Figure LU-1 and further discussed in the Special Planning Areas section, can benefit from unique guidelines and regulations to achieve their desired development potential. The goals and

policies adopted in this element strive to make that possible. To date, the City has only adopted Goals and Policies for two (2) of these areas, namely the Uptown SPA and the West Milton Commercial District SPA.

There are three ways of classifying property in the City of Milton Comprehensive Plan; Future Land Use Designations, Zoning Districts, and Special Planning Areas.

The Future Land Use Map (LU-2) identifies the Future Land Use Designations in the City of Milton. These designations are the big picture of how future land use should develop over time in the City. The Zoning Map implements the Future Land Use Designations by adopting Zoning Districts, consistent with the goals and policies for each Land Use Designation. Zoning districts have specific regulations for the type, scale and form of development, where as Land Use Designations provide guidance for which zones are appropriate in that particular Land Use Designation. For example, it is not consistent with the goals and policies of the Light Manufacturing Designation, to have property in that designation zone as a Residential Single-Family Zoning District. Likewise, it is not consistent with the goals and policies in the Single Family Residential Designation to have property in that district zoned as Light Manufacturing Zoning District.

In the City of Milton, the City's Future Land Use Map (Land Use Designations) and the Zoning Map (Zoning Districts) mirror each other. While this is not uncommon most cities have a Land Use Designations that can be implemented by a number of different Zoning Districts; this is not the case in Milton. As such, if someone desires to change the zoning for a particular piece of property, they are also required to apply for a Comprehensive Plan Land Use Designation amendment as well. Furthermore, the term "Land Use Designation" and "Zoning District" can be used interchangeably.

The City has also created Special Planning Areas (SPA's) (Map LU-1 and Figure LU-1). These are discussed in detail in section 6. As mentioned above, SPAs were adopted with the intent of focusing on those areas of the City that have potential for future development and can benefit from unique guidelines and regulations. SPAs are area specific, and can encompass numerous Future Land Use Designations and Zoning Districts.

2. Major Issues, Concerns, and Citizen Input

In creating the future plans and policies identified in this element the following list of issues were identified through a visioning process, online surveys, public participation events, and public meetings;

- How can the City make the adopted 2012 Vision a reality?
- Where should new growth occur? There are some vacant lands as well as opportunities for infill development, but a large portion of Milton is already developed.
- What are the appropriate density considerations for the City to accommodate the projected growth while not impacting the current small town feel and pattern of large lot single family homes?
- How can the City encourage new growth and development to occur in harmony with the existing development pattern and small town feel?
- Where are the appropriate places to encourage commercial uses to foster the employment and tax base, while maintaining the City's primary residential character?
- How will the proposed Washington State Department of Transportation (WSDOT) projects including the extension of SR 167 affect the land use patterns for the City of Milton?
- With the location of new businesses along Pacific Highway South and Meridian Street East, how can Milton discourage the proliferation of strip-mall type commercial development?
- What steps should the City take to protect the Hylebos Creek area from degradation by polluted stormwater run-off and encroachment from development?
- What opportunities exist to develop a network of open space corridors within the City and urban growth area?
- How and where should the City provide for increased pedestrian safety and encourage the development of walk able, pedestrian engaging environments?
- WSDOT has recently completed the widening of Meridian Street East to a 5-lane highway. How will this change in transportation and land use patterns in the City, and how can the City utilize this change in a positive way?

All of these issues are part of the challenge associated with land use planning in the City of Milton over the next twenty years. The continued growth of the Puget Sound region and the City of Milton will continue to affect the land use pattern and development in the City. However, effective comprehensive planning can assure that the City's vision for the future can be realized.

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3. Land Use Element Goals & Policies

GENERAL CITY WIDE GOALS AND POLICIES

Goal LU 1 Establish a development pattern that retains Milton’s small town charm, while enhancing its tax base and employment potential.

Pol. LU 1.1 Recognize specific areas within the City that can serve as destinations for citizens of Milton and surrounding communities, including sites shown in Figure LU-1 and discussed in the policies contained herein.

Pol. LU 1.2 Maintain and enhance the City’s character and neighborhood cohesiveness by:

- a. Concentrating non-residential development primarily in the Town Center Special Planning Area, Uptown Special Planning Area, West Milton Commercial District Special Planning Area, and other appropriate locations.
- b. Maintaining or expanding traditional street grids where they currently exist.
- c. Providing public spaces that impart a sense of place that is consistent with Milton’s character.

Sense of place is a feeling instilled in people who experience the unique characteristics of a particular geographic location.

Pol. LU 1.3 Encourage high quality, compact development in the Town Center Special Planning Area, Uptown Special Planning Area, West Milton Commercial District Special Planning Area, and other appropriate locations, in order to create vibrant neighborhood centers; encourage walking, bicycling and transit use; and to provide for mixed uses and choices in housing types.

Goals and policies specific to the Uptown District and the West Milton Commercial District are contained in Special Planning Areas Goals and Policies

Pol. LU 1.4 Protect local historic, archeological, and cultural sites and structures through designation and incentives for preservation.

Pol. LU 1.5 The Future Land Use Map (Map LU-2), adopted in this plan, shall establish the future distribution, extent, and location of generalized land uses.

Pol. LU 1.6 Seek to establish and maintain an image that attracts the types of economic activities that best meet the needs and desires of the community.

Pol. LU 1.7 Pursue opportunities to streamline development standards and regulations, in order to provide flexibility in achieving the community’s long-range vision.

- a. Consider a Planned Unit Development (PUD) code to accommodate infill to match the existing development pattern and neighborhood character.

This code could encourage creative projects that are not possible under typical development standards. PUD code can offer increased or better quality open space and/or development bonuses like higher densities or smaller lot sizes. In exchange, the City could require the developer to provide affordable housing, public parks, a development pattern that enhances neighborhood cohesiveness and matches the existing development pattern, or other amenities.

- Pol. LU 1.8 Coordinate and partner with the Puyallup Indian Tribe to ensure efficient development, especially in parts of the City that are within the Puyallup Indian Reservation.
- Pol. LU 1.9 Consider impacts to Joint Base Lewis-McCord and Camp Murray when adopting future comprehensive plan and development regulation updates, and recognize the importance on accommodating veterans and providing support for the armed services.

Goal LU 2 Promote physical, social and mental well-being through the design of Milton’s built environment.

- Pol. LU 2.1 Maintain and improve walking and bicycling infrastructure.
- Pol. LU 2.2 Encourage construction of healthy buildings and facilities.
- Pol. LU 2.3 Take advantage of opportunities to foster a healthy local food system through land use decisions.

Healthy buildings minimize indoor air pollution, and may also include features that promote wellbeing such as on-site exercise facilities and healthy food

ENVIRONMENTAL GOALS AND POLICIES

Goal EV 1 Safeguard the natural environment for current and future generations.

- Pol. EV 1.1 Sustain and strengthen environmental quality and ecosystem function to ensure the health and well-being of people, animals and plants.
- Pol. EV 1.2 Encourage the wise use of renewable natural resources and conservation of nonrenewable resources through educational programs and by example.
- Pol. EV 1.3 Protect the City’s water supply from potential contamination hazards.

Policies regarding stormwater and potable water and located in the Utilities Element.

- Pol. EV 1.4 Retain and protect wetlands, river and stream banks, ravines, and any other areas that provide essential

Best Available Science (BAS) is current and evolving scientific information with a high degree of reliability, and that is accessible to users.

habitat for sensitive and locally important plant or wildlife species.

Pol. EV 1.5 Protect wetlands to enable them to fulfill their natural functions as recipients of floodwaters and as habitat for wildlife.

Pol. EV 1.6 Require Best Available Science to protect threatened and endangered species and their habitats.

Pol. EV 1.7 In recognition of the important environmental and habitat values related to the wetland areas associated with Hylebos Creek, investigate and pursue appropriate public grants and private methods of financing for the acquisition and restoration of these areas. Strive to create partnerships for the restoration of the Hylebos Creek watershed and associated floodplain.

Pol. EV 1.8 Promote public education and involvement programs to raise community awareness about Hylebos Creek and the role it plays in the local ecosystem.

Pol. EV 1.9 Promote preservation of the City's existing tree canopy.

Pol. EV 1.10 Encourage the use of low impact development practices and green infrastructure.

Goal EV 2 Manage development to protect environmentally sensitive lands.

Pol. EV 2.1 All development activities should minimize disturbance of and adverse impacts to fish and wildlife resources, including spawning, nesting, rearing and habitat areas, and migratory routes.

Pol. EV 2.2 Limit the unnecessary disturbance of natural vegetation and wooded areas in new developments, in accordance with the critical areas ordinance.

Pol. EV 2.3 Manage development in erosion hazard areas using best management practices to promote soil stability and control erosion and sedimentation, for instance by keeping grading to a minimum, by retaining or replanting site vegetation, or by utilizing natural drainage systems.

Best Management Practices (BMP) are physical, structural, and managerial practices that prevent or reduce water pollution.

Pol. EV 2.4 Achieve responsible shoreline use and development, through the City's Shoreline Master Program, which is incorporated by reference and adopted fully herein, as amended, into the Comprehensive Plan.

Pol. EV 2.5 Identify the impacts of new development on water quality and require any appropriate mitigating measures. Impacts on fish resources should be a priority concern in such reviews.

Goal EV 3 Take proactive steps to address climate change.

- Pol. EV 3.1 Consider a multi-pronged approach to climate change mitigation, including support for energy efficiency, vehicle trip reduction, and environmental protection.
- Pol. EV 3.2 Promote community resiliency through the development of climate change adaptation strategies.
- Pol. EV 3.3 Recognize that the science surrounding climate change is constantly evolving and track the best available information to use for planning purposes.

POTENTIAL ANNEXATION AREA (PAA) GOALS AND POLICIES

Goal PAA 1 Plan for coordinated and sustainable urban growth within the City limits and within adjacent, unincorporated parts of the City’s Potential Annexation Area (PAA).

- Pol. PAA 1.1 New development within the City’s unincorporated part of the PAA should take place only if it does not cause level of service standards to diminish below the City’s adopted standards, or if funding is in place to ensure level of service standards are met within a reasonable period of time.
- Pol. PAA 1.2 For areas in the PAA that are not currently under the City’s jurisdiction, the City should conduct cooperative land use planning with appropriate county, municipal and tribal governments.
- Pol. PAA 1.3 Work with the City of Fife and other applicable agencies to determine which jurisdiction will annex the UGA Overlap Area of the PAA, consistent with applicable Countywide Planning Policies.
- Pol. PAA 1.4 In cases of direct petition for annexation, the City of Milton should work with affected jurisdictions to make a determination, consistent with the Countywide Planning Policies. Factors that may be taken into account include site access, common ownership and the City’s service area for utilities.

Under the state Growth Management Act, counties designate an Urban Growth Area (UGA) within which urban uses are encouraged and outside of which rural uses are encouraged. Cities share responsibility for managing growth within the UGA.

The UGA includes Potential Annexation Areas (PAA). PAAs are areas currently under County jurisdiction that have been identified through a collaborative process for future inclusion in the City.

LAND USE DESIGNATION AND ZONING DISTRICT SPECIFIC GOALS AND POLICIES

RESIDENTIAL (RS, RM, RMD) LAND USE GOALS AND POLICIES

Goal RE 1 Provide a broad range of quality housing choices and levels of affordability to meet the changing needs of residents over time.

Policies to accomplish Goal RE 1 are located in the Housing Element.

Goal RE 2 Residential development where allowed should be of high quality design and should be consistent with the character of Milton.

Pol. RE 2.1 The Multi-Family land (RM) land use designation and zoning district is intended to provide opportunities for higher-density housing choices. It can serve as a transition between commercial centers and lower-density residential neighborhoods. Uses allowed within this category include duplexes, garden apartments, small-scale apartment units, and adult retirement communities. The net density for this category shall not exceed twelve to 18 dwelling units per acre.

Pol. RE 2.2 The Single-Family (RS) land use designation and zoning district is intended to help preserve the City's pattern of larger lot residential neighborhoods. Uses allowed within this category include single-family homes, accessory dwelling units, and mobile home parks. The net density for this category shall not exceed four to six dwelling units per acre.

Pol. RE 2.3 The Residential Moderate-Density (RMD) land use designation and zoning district is intended to provide a transition between the Town Center land use category and single family residential neighborhoods. It preserves the goal of home ownership and increases the supply and quality of housing in the community by allowing smaller lot sizes. The net density for this category shall not exceed twelve to 18 dwelling units per acre.

Pol. RE 2.4 Consider design guidelines to encourage infill development that maintains or enhances the character of residential neighborhoods.

Pol. RE 2.5 Home occupations may be located in all residential land use districts, in accordance with the Milton Municipal Code.

Pol. RE 2.6 Promote establishment and long term maintenance of small-scale activity areas within residential areas that strengthen neighborhood cohesiveness and that encourage the physical and social health of residents.

Small scale activity areas provide informal opportunities for residents to interact. Examples include pocket parks, community gardens and public squares.

- Pol. RE 2.7 Consider a development character in the Neighborhood Infill area just west of Surprise Lake (shown in Figure LU-1) that includes the following:
- a. Use of a traditional street grid pattern as a basis for design.
 - b. Porches facing common areas with parking on the side or to the back of lots.
 - c. Establishment of a central park space to serve the community.
 - d. Use of a compact development pattern while maintaining the City's existing residential character.
 - e. Protection of the environment recognizing downstream impacts to Surprise Lake and Hylebos Creek.

PLANNED DEVELOPMENT (PD) GOALS AND POLICIES

Goal PD 1 Planned Development Districts shall be designated where appropriate to provide opportunities for high-quality, environmentally sensitive, master-planned developments that contribute to the City's vision.

Pol. PD 1.1 Planned Development District shall be developed with uses that are consistent with the City's character and contribute to its economic base.

- a. Redevelopment of the Quarry Site in the PD District (shown in Map LU-1) could include such uses as a continuing care retirement community, a combined RV resort and sports complex, a mixed use center, or other appropriate use.

As of 2014, the only Planned Development District in Milton is the Quarry Site in the northern portion of the City. It contains the largest assemblage of undeveloped land in the City and has significant potential for redevelopment.

Pol. PD 1.2 Ensure that the Planned Development District:

- a. Provides recreation and healthy living options for residents, such as active and passive open space and pedestrian and bicycle facilities.
- b. Protects sensitive areas including Hylebos Creek and related aquifer recharge areas, riparian corridors, and other critical areas.
- c. Utilizes creative site design to minimize land alteration and preserve natural features and public amenities such as views and treed ridgelines.
- d. Is compatible with the design and scale of planned uses within the Master Plan and surrounding uses.
- e. Mitigates potential conflicts, such as traffic, noise, lighting, and odor, to lessen the impact on planned uses within the Master Plan and surrounding uses.

MIXED USE TOWN CENTER (MX) GOALS AND POLICIES

Goal MU 1 Foster a vibrant, walk able, mixed-use town center.

- Pol. MU 1.1 The Mixed Use Town Center land use designation and zoning district is intended for the Town Center SPA (Map LU-1). This category provides for diversity in types of housing, shopping, civic facilities, recreation, and employment through developments with a mix of office, commercial, and residential uses; as well as home occupations.
- Pol. MU 1.2 Encourage new and existing commercial and office development in the Mixed Use Town Center in order to increase the City's employment base.
- Pol. MU 1.3 Encourage development that is visually appealing, at a scale that is appropriate for surrounding uses, and fosters a pleasant and engaging environment for pedestrians.
- Pol. MU 1.4 Encourage pedestrian-oriented street design that includes sidewalks, on-street parking and landscape elements such as street trees and street furniture. Off-street parking should be located to the rear or side of buildings, and landscaped, where possible.
- Pol. MU 1.5 Promote pedestrian safety improvements around uses that result in a high volume of traffic.

BUSINESS (B) / LIGHT MANUFACTURING (M-1) DISTRICTS GOALS AND POLICIES

Goal B/LM 1 Business and light manufacturing development shall be consistent with the character of Milton, shall be of high quality design, and shall help to meet the community's commercial service needs and employment needs.

- Pol. B/LM 1.1 The Business land use designation and zoning district is intended to provide for business uses that serve the community and the region through the development of integrated commercial centers where traffic congestion, visual interruptions, and other impacts on surrounding uses can be minimized.
- Pol. B/LM 1.2 The Light Manufacturing land use designation and zoning district provides for heavy commercial and light industrial uses that are compatible with City character and vision and that contribute to the City's economic mix.
- Pol. B/LM 1.3 Business and light manufacturing uses shall be well buffered from adjacent non-business properties.

Flex developments support a mix of uses ranging from office to restaurant to light manufacturing. They typically have low rents and are great for startups and small

Pol. B/LM 1.4 Business and light manufacturing uses should be encouraged along existing commercial corridors in areas such as the Uptown Special Planning Area and the West Milton Commercial District Special Planning Area.

- a. Encourage flex space and business incubation centers along the SR 99 corridor in the West Milton Commercial District Special Planning Area.

Pol. B/LM 1.5 Promote new service-oriented businesses, such as retail and professional businesses.

Pol. B/LM 1.6 Recognize the importance of Businesses and Light Manufacturing lands to City and regional economic sustainability, and strive to prevent the loss of these lands.

Pol. B/LM 1.7 Utilize creative site design to preserve and protect natural features.

Pol. B/LM 1.8 Promote a landmark development to create a welcoming entrance into the City of Milton at the Gateway Site (shown in Figure LU-1) and other appropriate entryway sites into the community.

Pol. B/LM 1.9 Encourage and promote the aggregation of properties to achieve harmonious and interconnected development.

OPEN SPACE (OS) AND RECREATION GOALS AND POLICIES

Goal OS 1 Maintain and enhance a system of parks and open space for the enjoyment of current and future residents.

Pol. OS 1.1 The Open Space land use designation and zoning district is intended for areas devoted to public recreational facilities such as green corridors (trails, parks, and landscape buffers) and open spaces.

Pol. OS 1.2 Promote development of an interconnected system of sidewalks and trails in cooperation with regional partners.

Pol. OS 1.3 Pursue opportunities to increase the number of access points to the Interurban Trail in areas where existing right-of-way touches the trail.

Pol. OS 1.4 Promote the use of innovative techniques to incentivize preservation of desirable lands as a public benefit and to encourage community partners to participate in expansion of the parks and open space system.

Pol. OS 1.5 In recognition of the important open space and environmental values related to the wetland areas associated with Hylebos Creek, investigate and pursue appropriate public grants and private methods of financing the acquisition and restoration of these areas.

Pol. OS 1.6 Promote the addition of public access to Surprise Lake.

- Pol. OS 1.7 Maintain, and consider building new, public buildings that provide space for community members to participate in recreational, civic and cultural activities.
- Pol. OS 1.8 Support the creation of community gardens and farmers markets, in appropriate locations, in order to encourage community access to healthy foods and to provide recreational and social opportunities for residents.

Additional policies regarding open space and recreation are located in the Parks, Trails, and Open Spaces Element.

COMMUNITY FACILITIES (CF) GOALS AND POLICIES

Goal CFS 1 Ensure that adequate space is provided for public uses and that these uses are designed and operated in a way that minimizes negative impacts on the community.

Pol. CFS 1.1 The Community Facilities land use designation and zoning district is intended to provide areas for current and future public facilities such as schools, facilities for City-operated utilities, City buildings, and City-owned parking lots.

Pol. CFS 1.2 Continue to build on the City’s partnership with the School District to address community needs that are of mutual interest and responsibility for the City and the District.

Pol. CFS 1.3 Minimize impacts associated with the siting, development, and operation of public facilities and services on adjacent properties and the natural environment.

- a. Strive to site public facilities and services in areas where adjacent land uses are compatible. In cases where this is not feasible the City should encourage buffers and other mitigation measures.
- b. To the extent feasible, public facilities should avoid designated resource lands, critical areas, or other areas where the siting of such facilities would degrade the natural environment.

Pol. CFS 1.4 The multiple use of corridors for utilities, trails, and transportation rights-of-way is encouraged.

Pol. CFS 1.5 Encourage equitable distribution of public facilities and services.

Additional policies related to this goal are contained in the Capital Facilities Element.

ESSENTIAL PUBLIC FACILITIES

Goal EPF 1 Provide an efficient review process for the designation, siting and permitting of essential public facilities that offers broad opportunities for participation by affected parties.

Pol. EPF 1.1 A private or governmental entity may petition to have a facility identified in the City of Milton Comprehensive Plan as a locally significant essential public facility in accordance with the procedures for comprehensive plan amendments. The proponent must provide a justifiable need for the facility and its location in the City based upon forecast needs and a logical service area.

Essential public facilities include those facilities that are typically difficult to site, such as solid waste or recycling handling facilities, regional transportation routes, state and local correctional facilities, in-patient facilities including substance abuse and mental health facilities, and group homes.

Pol. EPF 1.2 Affected parties including agencies, utilities, interested citizens and adjacent jurisdictions shall be given effective and timely notice and opportunities to participate in the review process.

Pol. EPF 1.3 Public hearings for permits required by Federal, State or County regulations should be combined with any public hearings required by City development regulations whenever feasible.

Pol. EPF 1.4 Milton should participate in interjurisdictional approaches to siting essential public facilities.

Pol. EPF 1.5 Siting criteria should provide for the uniform treatment of similar types of facilities, ensuring a fair review process.

Pol. EPF 1.6 Siting criteria should be based on the anticipated environmental, economic, and social impacts on adjacent and surrounding areas.

Pol. EPF 1.7 Siting criteria should provide design standards that make facilities compatible with their surroundings and enable the facilities to be permitted outright in appropriate zoning classifications wherever feasible.

Pol. EPF 1.8 After a final siting decision has been made, the City should pursue any related financial incentives or other amenities for which the City or its neighborhoods are eligible.

SPECIAL PLANNING AREA GOALS AND POLICIES

Goal SPA.1 Maintain specific goals and polices for those areas and centers that can benefit from unique approaches to land use planning and economic development.

Pol SPA 1.1 Monitor adopted SPA goals and policies for performance, and consider refining, enhancing and modifying the goals and policies for SPA's as necessary to maintain consistency with the City's long term vision and goals.

Pol SPA 1.2 Strive to maintain consistency with regional market trends and opportunities provided by the development community, when it does not conflict with the City's long term vision and goals.

Pol SPA 1.2 Consider expanding or creating new SPAs after sufficient study to determine the need, appropriateness, and impact to neighborhoods from such changes.

UPTOWN SPECIAL PLANNING AREA

Goal UD.1 Recognize and enhance the potential of the Uptown Special Planning Area as a vibrant commercial center.

Pol. UD 1.1 Strengthen the distinctive visual character of the gateway, buildings and streetscapes to create a positive and memorable impression of the Uptown District Special Planning Area.

Pol. UD 1.2 Increase the intensity of activity with complementary infill and public uses.

Pol. UD 1.3 Encourage storefronts oriented toward a "Main Street" along Milton Way with parking located behind the buildings.

Pol. UD 1.4 Encourage on-street parking along Milton Way where it may enhance the pedestrian environment and is feasible.

Pol. UD 1.5 Encourage storefront development and signage along Meridian Avenue E (SR 161) that reinforces the gateway entrance to Milton at the Milton Way/Meridian Avenue E intersection.

Pol. UD 1.6 Support the existing grocery stores that serve as anchors for the retail centers north and south of Milton Way.

- Pol. UD 1.7 Encourage a balanced mix of retail, office and residential uses in the Uptown. In order to promote a lively street environment, limit ground floor uses to retail, with office and residential on the floors above.
- Pol. UD 1.8 Support increased walk ability on Milton Way and Meridian Avenue E through a variety of measures, including new crosswalks, widened sidewalks, increased landscaping, landscaped medians and on-street parking.
- Pol. UD 1.9 Establish an internal circulation system in the commercial areas with internal streets” and pedestrian walkways that clearly define the pedestrian realm.

Goal UD.2 Design distinctive streetscapes which unify and distinguish the Uptown.

- Pol. UD 2.1 Design streets to become a strong element of the Uptown’s design identity, using distinctive streetscape standards, including sidewalks, crosswalks, street furniture, street signs, way finding, trees, landscaping and paving.
- Pol. UD 2.2 Ensure that the non-motorized system is internally connected and directly connected to key destinations within the District.
- Pol. UD 2.3 Develop a plan for pedestrians to safely cross roadways both on the periphery and internal to the district, through large properties and parking lots.
- Pol. UD 2.4 Promote shared use of driveways and parking to minimize traffic and pedestrian conflicts.
- Pol. UD 2.5 Orient buildings close to the street with visible pedestrian entrances and transparent windows.

Goal UD 3 Create a cohesive architectural character that embodies the Uptown Special Planning Area’s Vision.

- Pol. UD 3.1 Promote a cohesive built environment that is visually consistent and legible.
- Pol. UD 3.2 Encourage a visual and architectural character that is respectful of context and history while seeking to remain current.
- Pol. UD 3.3 Use design standards and form-based codes to achieve modern, contemporary architecture.
- Pol. UD 3.4 Achieve overall consistency in character and quality that identifies the Uptown Special Planning Area as a unique place, while still allowing design flexibility.

Pol. UD 3.5 Integrate building characteristics with the streetscape, parking and way finding.

Goal UD 4 Use the design of signs to create a district identity, increase visibility and create a distinguished entry to the City of Milton

Pol. UD 4.1 Develop a signage palette that is vibrant, visible and helps create a strong Uptown Special Planning Area identity.

Pol. UD 4.2 Establish standards for visually prominent commercial signs that increase visibility of businesses and signage while retaining a distinctive district character.

Pol. UD 4.3 Include sign standards in the form-based codes to ensure integration and compatibility with the overall desired character and function of the Uptown Special Planning Area.

Goal UD 5 Create a prosperous district by capitalizing on partnerships of business, civic and community organizations to provide a range of economic activities.

Pol. UD 5.1 Explore creative options to capture new investment and development, such as through local incentives, tax exemptions or credits or grant programs.

Pol. UD 5.2 Partner with brokers, land owners and leasing agents to create building and permitting information sheets to assist in the recruiting of potential tenants.

WEST MILTON COMMERCIAL DISTRICT SPECIAL PLANNING AREA

Goal WMCD 1 Support future development of the West Milton Commercial District Special Planning Area as a successful flexible space employment center.

Pol. WMCD 1.1 Provide regulatory support for a flexible range of employment opportunities that allow for light industrial, retail, office, warehouse, restaurant, and other potential uses. Regulations should recognize the variety in scale and uses that can occur in the District.

Pol. WMCD 1.2 Consider combining the existing Business and Light Manufacturing land use and zoning designations into a single designation that recognizes the industrial commercial mixed use character of the District. This designation would allow for a broad range flex-space uses throughout the West Milton Commercial District Special Planning Area.

Pol. WMCD 1.3 Provide flexibility in development standards while maintaining an inviting visual environment.

Pol. WMCD 1.4 Monitor and update development standards and guidelines to make sure those standards and guidelines continue to provide flexibility in the range of uses and activities in the West Milton Commercial District Special Planning Area.

Goal WMCD 2 Establish the West Milton Commercial district's identity as an attractive, efficient and flexible employment center.

Pol. WMCD 2.1 Achieve overall consistency in character and quality that identifies the West Milton Commercial District Special Planning Area as a unique place, while still allowing design flexibility.

Pol. WMCD 2.2 While recognizing that the West Milton Commercial District Special Planning Area will remain primarily auto-dependent, support standards to promote compact development with strong pedestrian connections and amenities. Pedestrian supportive features may include such elements as sidewalks, crosswalks, street furniture, street signs, way finding, trees, landscaping and paving.

Pol. WMCD 2.3 Encourage the location of buildings close to the street with visible pedestrian entrances and transparent windows.

Pol. WMCD 2.4 Consider design standards that promote shared parking and location of loading and outdoor storage areas to the rear and sides of buildings where possible.

Pol. WMCD 2.5 Establish standards for visually prominent signs that promote the West Milton Commercial District Special Planning Area character.

Pol. WMCD 2.6 Conserve and enhance wetlands, streams and other critical areas through clustering and compact development, while recognizing the operational needs of industrial uses and site limitations.

Pol. WMCD 2.7 Use design standards and form-based codes to encourage the West Milton Commercial District's Special Planning Area desired character. Include sign standards in the form-based code to ensure integration and compatibility with the overall desired character of the District.

Goal WMCD 3 Recruit, grow and sustain a range of mixed-employment opportunities in the West Milton Commercial District Special Planning Area.

Pol. WMCD 3.1 Provide incentives for site aggregation that would provide increased flexibility for future development opportunities. Incentives may include flexibility in development standards, expedited permit review or other similar measures.

Pol. WMCD 3.2 Identify and implement incentives that would encourage new development to locate in the West Milton Commercial District Special Planning Area. For example, incentives may include targeted capital improvements such as infrastructure and amenities; regulatory assistance; and reduced permit processing times.

Pol. WMCD 3.3 Expand outreach to the business community, including a regular program of meetings with business owners and managers, ongoing outreach to industry organizations, and continued contact with area business associations.

DRAFT

4. Analysis

Current Land Use:

Milton is a small community characterized by a rural pattern of larger lot residential development surrounded by fields, trees, open vistas, and gardens. The City is primarily a bedroom community, nestled between the urban areas of Tacoma and Seattle. Interstate 5 and State Route 99 (Pacific Highway) intersect the City's western portion, and State Route 161 (Meridian Street East) creates the City's eastern most boundaries. Milton Way is the primary east/west route through the City and intersects the City Town Center (See Figure LU-1 for a depiction of Places).

The City is primarily comprised of single-family homes on fairly large lots, with multifamily development creating a buffer to the commercial corridors located in the Uptown Special Planning Area and West Milton Commercial District Special Planning Area. These corridors, along with the City's Town Center Special Planning Areas, and the quarry site are currently the City's primary source of employment and tax base, and contain the City's future employment capacity potential. Furthermore, these areas provide retail, dining, entertainment, transportation and shopping opportunities for the City's residents, and regional neighbors.

Table LU-1 Current Land Use

Current Land Use	City	%	PAA	%
Residential - Single Family	683.93	46.9%	151.99	44.8%
Residential - Multi Family	108.42	7.4%	4.59	1.4%
Mobile Home Park	23.55	1.6%	0	0.0%
Retirement Facility	31.4	2.2%	0	0.0%
Commercial	154.34	10.6%	0.95	0.3%
Mining	103.67	7.1%	0	0.0%
Utilities/Private Roads	22.95	1.6%	0	0.0%
Religious Services	17.3	1.2%	4.3	1.3%
Parks/Open Space	40.94	2.8%	0	0.0%
Miscellaneous	29.43	2.0%	23.73	7.0%
Public Facilities	39.8	2.7%	1.49	0.4%
Agriculture	26.88	1.8%	5.01	1.5%
Vacant	176.29	12.1%	147.24	43.4%
Total (acres)	1458.9	100%	339.3	100%

Table LU-2 below identifies amount of the City assigned to each future land use designation for the City and its Potential Annexation Area (PAA). Together this area is known as the City's Urban Service Area (USA). This is geographically depicted in Map LU-2.

Table LU-2 Land Use Designations

Land Use Designation	City	%	PAA	%
Residential Single Family (RS)	709.63	48.6%	149.28	44%
Residential Multi-Family (RM)	190.72	13%	59.84	17.6%
Residential Moderate-Density (RMD)	40	2.7%	0	0
Business (B)	167.53	11.5%	5.2	1.5%
Mixed-Use Town Center (MX)	10.86	.7%	0	0
Light Manufacturing (M-1)	115.23	7.9%	0	0
Open Space (OS)	44.18	3%	87.14	25.7%
Planned Development (PD)	143.20	9.8%	0	0
Community Facilities (CF)	37.53	2.6%	0	0
Fife/Milton UGA	N/A		37.84*	11.2
Total (acres)	1458.9	100%	339.3	100%

*There is an additional Fife/Milton Overlap area located at the western terminus of the Milton Interurban Trail. This area is approximately 8.76 acres in size and has not been included within the table above.

As depicted in the future land use map, the City's primary land use pattern is single family with a mixed-use town center, all of which is surrounded by multifamily and commercial corridors. The Single family district accounts for 48% of the city's land use, while moderate density and multifamily districts account for 2.7% and 13%, respectively. Business (B) and Light Manufacturing (M-1) account for 11.5% and 8%. The largest conglomeration of land under single ownership is in the Planned Development District (PD) and accounts for almost 10% of the City's land use designations. Open space (OS) and community facilities districts (CF) account for 3%, and 2.6% of the City's land use designation.

The Single-Family District (RS) allows for a development pattern of large lots, in order to maintain the City's small town character and charm. The character of single-family development is different on the south and north sides of Milton Way. North of Milton way is characterized by subdivision type developments situated within a larger block pattern; while south of Milton Way the development character has a tighter block structure, with larger, more uniform lot configuration. Recent development in the single-family district has consisted of infill via short plats, small subdivisions, and associated single-family development. Significant challenges exist in assuring that new single-family development conforms with, and enhances, the exiting residences.

The Multifamily District (RM) serves the City's need of providing a variety of housing types and densities. Multi-family housing currently exists abutting the City's Uptown District Special Planning Area, in the form of apartment complexes, condos and townhomes. The multi family designation also applies to portions of land in the City's southwest portion, and along 70th Avenue.

Much of the City's commercial development is located in the Uptown Special Planning Area adjacent to Meridian Street East and, and the West Milton Commercial District Special Planning Area along Pacific Hwy and Porter Way. This area has various land use designations including Business (B), Light-Manufacturing (M-1) and Residential Multi-Family (RM). The intersection at Milton Way and Meridian Avenue stands as the city's main intersection and the center of the Uptown Special Planning Area, which provides dining, retail shopping, and services catering to the regional population and the traveling public. It is currently a space characterized by large parking lots, fast traveling traffic, and unleased storefronts.

The West Milton Commercial District Special Planning Area along Pacific Highway acts as a connector between commercial areas in Fife and Federal Way and contains the Business (B) and Light Manufacturing (M-1) zoning districts. The development pattern of the West Milton Commercial District Special Planning Area consists of auto and large machinery repair services, contractor yard, retail and other regional services. However, the district is currently underutilized and does not match the vision of the City; as development extends into the district, the SR 99 corridor will become prime real estate for development, because of its current access and its relatively low cost.

The intersection of Milton Way and Oak St is located at the center of the Mixed Use Town Center (MX). Immediately adjacent to the eastern tip of Milton Community Park, this area has historically been the City's town center. The area contains local services such as dining, retail and entertainment. Being immediately adjacent to Milton Community Park (aka Triangle Park), the town center area has a unique mix of residential, commercial, civic and recreational opportunities within walking distance.

In 2007 the City annexation portions of the old Milton Electric Rail line, in order to complete

the construction of the Interurban Trail. The Interurban Trail crosses through the City and continues into Edgewood and Fife, providing a large vegetated pedestrian, bicycle, and equestrian trail linking open spaces, parks, and environmentally sensitive areas within the City. Other parks and public facilities including, Milton Community Park, Hill Tower Park, Olympic View Park, Sterling Crest Park, Sterling Heights Park, and West Milton Park, provide additional recreational opportunities and open space located within the City. In total there is approximately 40 acres of parks and open space in the City.

Parks, open space and recreational opportunities are covered in the Parks Element.

Environmental

The City is required under GMA to adopt regulations for the protection of critical areas and their buffers. "Critical areas" include;

- Wetlands
- Aquifer Recharge Areas
- Fish and Wildlife Habitat Conservation Areas
- Frequently flooded areas
- Geologically hazardous areas

Wetlands

There are a number of isolated and interrelated wetlands located within the City. Wetlands are defined as *"areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions."* In Milton, the vast majority of wetlands are associated with the Hylebos Creek and its associated tributaries and flood plain. However, due to the topography and soil type of Milton there are also scattered depressional wetlands in swampy, or marshy areas, and along seasonal watercourses throughout the City. The general location of wetlands are shown in Map LU-4. This map shows the approximate location of known wetlands and the area where the physical conditions are right for wetlands to exist.

Protection of Critical Areas is addressed in the City's Critical Area Ordinance, and requires new development to mitigate adverse environmental impacts.

Wetlands perform functions that are impossible or difficult and costly to replace. Wetlands provide erosion and sediment control -- the extensive root systems of wetland vegetation stabilize stream banks, floodplains, and shorelines. Wetlands improve water quality by decreasing the velocity of water flow, resulting in the physical interception and filtering of waterborne sediments, excess nutrients, heavy metals, and other pollutants. Wetlands also provide food and shelter, essential breeding, spawning, nesting, and wintering habitats for fish and wildlife, including migratory birds, anadromous fish, and other commercially and recreationally valuable species.

Aquifer Recharge Areas

The City of Milton obtains all of its water from underground aquifers, and protects this resource through the regulation of aquifer recharge areas. An aquifer recharge area is defined as *“areas where the prevailing geologic conditions allow infiltration rates which create a high potential for contamination of ground water resources or contribute significantly to the replenishment of ground water”*. Aquifer recharge areas are shown on Map LU-5.

The primary source of aquifer recharge is through infiltration of rainfall and by the movement of water from adjacent aquifers or water bodies. Natural factors include the amount of precipitation, soil type and conditions, vegetation, and topography. Man-made factors include impervious surfaces, the chemicals and pollutants generated by those surfaces, the channeling of runoff, changes in soil condition such as compaction, and the removal of vegetation. Aquifers can also be affected by contamination. A hazardous waste spill can have severe adverse impacts on an aquifer, possibly making the water unusable for years.

Further discussion and detail of the aquifers and Milton’s wells can be located in the City’s Water System Plan.

In order to protect the primary source of aquifer recharge, it is important to maintain and, where possible, enhance the recharge characteristics of the remaining open space through minimization of impervious surface cover, the retention or detention of stormwater, and the exploration of low impact development techniques for enhancing and protecting recharge characteristics.

Fish and Wildlife Habitat Conservation Areas

Fish and Wildlife Habitat Conservation Areas are considered *“areas that serve a critical role in sustaining needed habitats and species for the functional integrity of the ecosystem, and which, if altered, may reduce the likelihood that the species will persist over the long term. These areas may include, but are not limited to, rare or vulnerable ecological systems, communities, and habitat or habitat elements including seasonal ranges, breeding habitat, winter range, and movement corridors; and areas with high relative population density or species richness. Counties and cities may also designate locally important habitats and species.”*

In Milton these areas primarily include the Hylebos Creek, its tributaries and associated flood plain. There has been numerous restoration activities associated with the Hylebos Creek including the West Milton Nature Preserve, West Hylebos Wetlands and the WSDOT Wetland Mitigation immediately north of the City.

Map LU-4 shows the general location of Fish and Wildlife Habitat Conservation Area within the City. Protection of these areas is often regulated by the Departments of Ecology, the Department of Fish and Wildlife, and City regulations.

Frequently Flooded Areas:

Development with the 100-year floodplain is regulated based on FEMA floodplain maps adopted by the Critical Areas Ordinance. The 100-year floodplain is a term that describes an area of land that would be affected by a flood event that has a one percent (1%) chance of occurring, or being exceeded, in a given year. This area is comprised of two components: the floodway and the floodplain. Generally the floodway is the area of fastest moving, deepest water usually located around an existing stream or body of water. The fringe is the area that the existing body of water “overflows” into.

Historically a river’s floodplain has provided critical habitat for salmonid species and numerous forms of wildlife, as well as providing storm water storage capacity. However development in the floodplain has limited the capacity of this area to provide critical habitat and storm water capacity.

The City’s flood plain is primarily located along the Hylebos Creek and Surprise Lake and its outfall. The outfall of Surprise Lake converges with the Hylebos Creek in the City’s PAA. The large wetland associated with this convergence will be restored as mitigation for the SR-167 project. This area is shown in Map LU-2.

Geologically Hazardous Areas

Geologically hazardous areas include Erosion hazard areas, Landslide Hazard areas, Seismic hazard areas, mine hazard areas, volcanic hazard areas. All of these areas are depicted on Map LU-3. Due to the topography and drainage characteristics of Milton, the most pressing of these hazard areas are erosion, landslide and seismic hazard areas.

Erosion is the wearing away of the earth’s surface by the wind, water, or ice. The primary source of erosion is through surface drainage ditches, streams, surface water flows, and stormwater movement. The effect of this on the land is highly dependent on the soil type and slope. The more severe the slope and less stable the soil type, the higher potential for erosion. Other factors such as vegetation removal and construction activity also play a factor.

Landslide

Erosion hazard areas are defined as those lands susceptible to the wearing away of their surface by water, wind, or gravitational creep. The two primary determinants of these areas are soil type and slope. The U.S. Department of Agriculture’s Natural Resources Conservation Service identifies lands or areas underlain by soils having “moderate to severe,” “severe,” or “very severe” erosion potential. These soils contain high percentages of silt and very fine sand. As the clay and organic matter content of these soils increase, the erodibility decreases. Clays act as a binder of soil particles and reduce erodibility. However, once clays are detached from the soil they are easily transported by water and settle out very slowly.

Well-drained and well-graded gravels and gravel sand mixtures are the least erodible soils. Coarse, gravel soils are highly permeable and have a good absorption capacity that prevents

or delays, and thus reduces the amount of surface water runoff. Areas at risk for soil erosion and landslides are illustrated in Maps LU-3.

Seismic

The region surrounding Milton is susceptible to earthquake activity. The U.S. Geological Survey Seismotectonic Map of the Puget Sound Region shows that the source, or epicenter, of several earthquakes, with a focal depth of less than 35 km, originated within five miles of the City between July 1970 and December 1978.

Site-specific geologic characteristics will also influence how an area responds to ground shaking and the potential extent of damage. Natural and artificial unconsolidated materials, such as clay and silt deposits, sediments in river deltas, and materials used as land fill commonly amplify ground movements more than consolidated sediments and bedrock.

The Seismic Hazard areas Map (Map LU-3) shows areas of high risk to seismic activity. The majority of earthquake damage in the Milton planning area will be as a direct result of liquefaction of alluvial soils with a high water table, typical of the scenarios found in the western area of the City and the lowland areas.

5. Growth and Change

The office of Financial Management (OFM) is tasked, under GMA, with providing population estimates for the Cities and Counties. These estimates, along with the associated data, development and market trends, are then used by the PSRC and the counties to determine appropriate growth forecasts for the counties and cities.

Table LU-3 below, identifies the City’s historical census population counts, as well as estimates by OFM and forecasted growth targets by PSRC.

Table LU-3 Population

Year	1990*	2000*	2010*	2011**	2012**	2013**	2014**	2020***	2030***	2035***	2040
Population	4,995	5,795	6,968	6,975	6,985	7,185	7,265	7,452	8,483	8,884	9,335

* Decennial Census

** Washington Office of Financial Management (OFM) Estimate

*** Puget Sound Regional Council (PSRC) Forecast

The Growth Management Act (GMA) requires cities to encourage new development to locate in urban areas where adequate public facilities exist, or can be provided in an efficient manner. To accomplish this, cities in coordination with the County, have designated a countywide urban growth area (UGAs). Within this UGA are Cities and their associated Potential Annexation Areas (PAAs)

The GMA sets forth guidelines for the sizing of PAAs for counties and cities. King and Pierce counties’ countywide planning policies provide a framework from which county and city comprehensive plans are developed and adopted. The framework is intended to ensure consistency between the comprehensive plans of the county and its municipalities. Additionally, the countywide planning policies provide guidance regarding the process and criteria for establishing PAAs.

The Puget Sound Regional Council (PSRC) is a regional planning organization consisting of King, Pierce, Kitsap and Snohomish County. Through the adoption of Vision 2040, the PSRC implements regional policies related to transportation planning, economic development, and growth management.

Based on the requirements contained within the GMA and King and Pierce County county-wide planning policies, Milton has designated a PAA which is shown in the Future Land Use Map, LU-2. The location, use, density, and intensity of future growth identified in this map, was created to successfully establish the type of development envisioned by its citizens and to accommodate the City’s growth projections.

In order to provide for coordinated and efficient regional growth, Milton coordinates its growth allocations with the growth projections created by the Puget Sound Regional Council and administered by the County’s Countywide Planning Policies. The projected growth is measured in the form of dwelling units and employment capacity, and measured by a Buildable Lands Report required by the GMA.

Both Pierce and King Counties create a Buildable Lands Report as a tool for determining appropriate growth projections. This report identifies the cumulative capacity for

employment and residential growth in the County Comprehensive Urban Growth Area, which includes the cities and towns and their associated PAAs.

The Buildable Lands analysis identifies vacant and underutilized land, suitable for development or redevelopment. Land “suitability” takes into consideration estimates of how critical areas protection, land that might be needed for public purposes (e.g. parks, storm drainage), and land needed for future streets will effect development of these vacant and underutilized parcels. It also means adjusting the amount of vacant and underutilized land using a market factor or discount factor to exclude land that, based on historical trends is not reasonably expected to become available for sale or lease during the planning horizon. This land is then compared to the City’s development trends, and regulations, to determine the City’s employment and dwelling unit capacity.

The City also utilizes the Buildable Lands Reports as a planning tool to determine if the City can accommodate the growth projections for the City. Planning for sufficient future capacity provides assurance that the City can achieve its vision for the future while accommodating it’s proportionate share of regional growth allocations.

As mentioned above, planning for growth projections takes the form of comparing Employment and Dwelling Unit need and the City’s capacity to provide for employment and housing units, based on current zoning regulations and space available for development. When discussing “allocations”, this is the amount of regional growth that has been assigned to Milton by the applicable county. Allocations are the minimum amount of growth we are required to accommodate.

On the other hand, PSRC has created a “forecast” which is a closer estimation of reality. In adopting future growth targets, the City has adopted the PSRC “forecasts” instead of the County’s “allocation”. The information below shows how the City meets both the requirements of the County allocation and the adopted growth targets in the PSRC forecasts.

Tables LU-4 through LU-8 show are separated by County and PSRC Projections and compared against the City’s capacity, as determined through the GMA required buildable lands review.

Employment Capacity

Employment capacity of the City is determined by first determining the amount of “underutilized” land in the Business (B), Mixed Use Town Center (MX), and Light Industrial (M-1). The term “underutilized” refers to a particular piece of property can be developed in a manner that would support more jobs, than it currently provides. “Potential employment capacity” is the amount of jobs a property can provide if redeveloped under current development regulations, assumptions about development trends, and a regionally applied jobs per square foot of gross floor area standard. “Current employment provided” uses the same analysis above, with the main difference being the gross building square footage. By comparing potential employment capacity for a particular piece of property, with the

currently provided employment, a ratio can be determined. This ratio is used to set a threshold for a property being classified as “underutilized”.

The amount of underutilized land is then reduced according to local development regulations, critical area constrains, and an additional reductive factor is included to achieve a net acreage of land that is considered underutilized. Vacant land, the applicable zoning districts is also identified.

The final net underutilized acreage of vacant and underutilized is then compared to the same regionally applied jobs per square foot of gross floor area standard, used above, to determine a city’s employment capacity.

Tables LU-4 through LU-7 below, identify the City’s employment need, as identified by the King and Pierce County Countywide Planning Polices and the PSRC forecast projections, as well as the City’s employment capacity

Pierce County:

Table LU-6 City of Milton: Employment Needs					
2010 Total Employment Estimate ¹	Adopted 2030 Total Employment Target ²	Total Employment Growth (2010-2030)	Adjusted Employment Growth ³	Displaced Employees	Additional Employment Needs
1,855	2,337	482	424	161	584

1. PSRC Land Use Targets 2010 Employment Estimate.
2. Adopted by Ordinance No. 2011-36s.
3. The total employment allocations are reduced by 12.1% to account for mobile workers and work-at-home employees for the commercial/industrial land needs analysis.

Table LU-5 City of Milton: Employment Capacity				
Type	Zoning District	Net Acres	Employees per Acre	Employment Capacity
Commercial	MX	2.15	19.37	42
	B	83.86	19.37	1,624
	CF	1.61	19.37	31
Industrial	M-1	58.15	8.25	480
Total Employment Capacity				2,177

*Numbers are rounded and may not calculate correctly as shown.

King County:

Table LU-6 King County Employment Needs and Summary	
<i>Growth Target Update, 2006 to 2012</i>	
Jobs Growth Target (2006-2031)	160

<u>Jobs Changes, 2006-2012:</u>		
Plus Annexation Area Target		0
Plus Job Loss, 2006-2012		17
Net Adjustment to Target		17
Net Adjustment to Target		17
Remaining Target (2012-2031)		177
2006 Job Capacity	(from 2007 BLR)	2,470
Six-year adjustment to capacity***		17
Final 2012 Job Capacity		2,487
Surplus/Deficit Capacity		2,310

Puget Sound Regional Council

The PSRC is tasked with creating growth targets for King, Pierce, Kitsap and Snohomish County. These are adopted to assure that local comprehensive plans align with PRSR’s VISION 2040’s Regional Growth Strategy. This assures efficient and coordinated regional growth, consistent the goals of the GMA. The employment growth allocation for Milton is shown in table LU-7. As shown in tables 5 and 6 above the City has the ability to accommodate 4,487 jobs, which exceeds the forecasted 20 year growth of 899, forecasted by PSRC.

Year	2010	2014	2020	2030	2035
Employment	2,003	2,413	2,829	3,049	3,312

Residential Capacity

The ability of the City of Milton to accommodate anticipated population growth depends on two factors: the quantity of developable land and achieved densities. The City’s residential capacity if fully analyzed in the Housing Element. Table LU-8 below identifies the results of this analysis, and shows the City’s ability to accommodate the City’s proportionate share or residential growth in the region.

Further analysis of the City’s residential Capacity can be found in the Housing Element

Table LU-8 Residential Capacity

	Need	Capacity
King County	18 additional units (2031)	388
Pierce County	181 additional units (2030)	602
PSRC (City Wide)	1,619 people (2035)	2,254 people

Amending the Potential Annexation Area

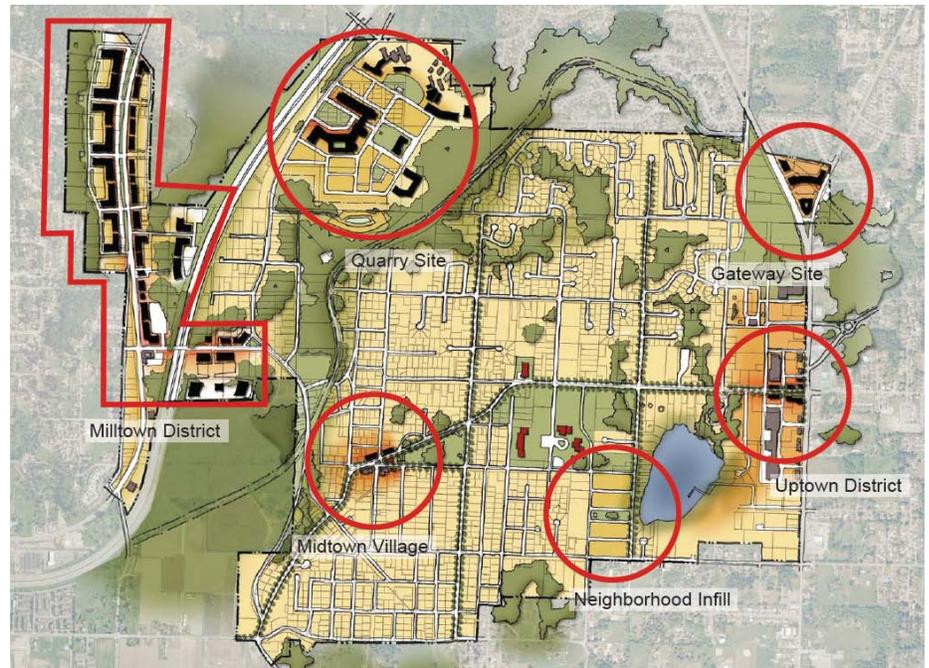
A City's existing PAA currently abuts the Cities of Fife, Tacoma, and Federal Way. Expansion or alteration of the City's PAA requires coordination with the neighboring City and approval by the County council. There is also a portion of PAA, along the City's westernmost boundary, that is identified as "UGA Overlap Area". This is an area of unresolved PAA, meaning that it "could" belong to either City. In order to provide the appropriate level of urban services to this area, the cities of Fife and Milton will need to determine the most efficient boundary lines. Pierce County's Countywide Planning policies provide direction for the correct location of PAA boundary lines, and are the primary source of guidance in determining their correct location.

DRAFT

6. A City of Places

In 2012 the City went through a visioning process, to create a road map for the required update to the City's Comprehensive Plan.

Through this process it was discovered that Milton has a unique opportunity to further establish itself not only as a community of neighborhoods but as a city of places. Specific areas within the city would serve as destinations for both citizens of Milton and surrounding communities while other places begin to function as destinations at a regional scale. These places are also opportunities for economic redevelopment and include:



Special Planning Areas (SPAs)

- Uptown District
- West Milton Commercial District (formerly Milltown SPA)
- The Quarry Site
- Neighborhood Infill
- Town Center (formerly Midtown Village SPA)
- Gateway Site

Uptown District Special Planning Area

Introduction

The 63-acre Uptown District Special Planning Area is located along the City's eastern boundary. The area is generally bounded by Meridian Avenue E along the east, 28th Avenue S to the west and the edges of the existing commercial centers to the north and south. Milton Way runs east/west through the Uptown District Special Planning Area, bisecting the District into north and south halves.

The Uptown District Special Planning Area encompasses an existing commercial center that serves the Cities of Milton and Edgewood and regional pass-through traffic on Meridian Avenue E. Two existing shopping centers are located on the north and south sides of Milton Way, and oriented toward Meridian Avenue E. Each center is anchored by a grocery store and

supported by a variety of related retail uses. Existing development character is typical of traditional suburban style retail shopping centers, with one-story buildings to the rear of each site and parking areas developed between the buildings and Meridian Avenue E. Land use designations and implementing zoning districts are for commercial business uses, consistent with existing and envisioned development

The major streets in the Uptown District Special Planning Area are Meridian Avenue E and Milton Way. Meridian Avenue E is also known as State Route 161, providing north/south regional connections to Pierce and King County destinations. Milton Way is designated as a minor arterial in Milton, providing mobility and access to destinations within the City. The intersection at Milton Way and Meridian Avenue E stands as the City's main intersection. Jovita Boulevard E feeds into the District from the east, directly across from the entrance to the northerly commercial center.

The Jovita Boulevard Realignment Project, a shared project between the Cities of Milton and Edgewood, extends Emerald St east past Meridian connecting to Jovita Blvd, and also installed a new signalization at the intersection of Emerald/Meridian. The realignment improves the safety, grid network, traffic distribution and congestion by increasing the intersection spacing on Meridian Avenue S.

Uptown District Vision

The Uptown District Special Planning Area is to become the City's premier commercial center, characterized as a vibrant and inviting gateway to the City of Milton. Features, such as storefronts near the streets, parking located behind buildings, streetscape improvements, on street parking options and entry signs will revitalize the Uptown District Special Planning Area and create a distinguished gateway to the City.

Through urban revitalization efforts, Milton's commercial center will be transformed into the vibrant, pedestrian friendly commercial center it deserves to be. The commercial area will once again give the citizens of Milton a sense of ownership and distinguished character while acting as a gateway to the city.

West Milton Commercial District Special Planning Area (formerly Milltown SPA)

Introduction

The 200-acre West Milton Commercial District Special Planning Area generally extends along Pacific Highway E (State Route 99) in the northwest corner of the City of Milton. The area is generally defined by existing Business and Light Manufacturing land use designations and

zoning districts. Approximate boundaries include 10th Street E to the south and the King / Pierce county boundary to the north. The eastern boundary is provided by Interstate-5 for the majority of the District, with the exception of a small area east of Interstate-5 in the vicinity of the Porter Way/5th Avenue intersection. To the west, the District is generally bounded by Pacific Highway E and properties fronting this road.

The land immediately surrounding Pacific Highway E can be characterized as commercial and light industrial, consisting of storage, auto service facilities and similar uses. This area is crossed by Hylebos Creek and contains some small wetland areas.

Although there are some roads that access Pacific Highway E, the dispersed road and development patterns do not support a pedestrian-oriented environment. The area is primarily automobile dependent with few public amenities.

West Milton Commercial District Vision

The potential for future development along the Pacific Highway E (SR 99) corridor in Milton is anticipated to increase significantly as development along this corridor in the Cities of Fife and Federal Way extends to the north and south into Milton. The Pacific Highway E (SR 99) corridor provides an ideal opportunity for flex development, characterized as buildings that support a mix of uses from administrative, office, light assembly, storage, laboratory, restaurant or other compatible uses. Because rental rates are typically inexpensive, flex-space provides a great opportunity for start-up businesses and, because it is flexible, offers businesses an opportunity to naturally develop and evolve within the district.

The Quarry Site

Introduction

The Quarry Site is the largest aggregation of parcels under single ownership and contains high potential for development. The property is zoned Planned Development District (PD) which allows for development consistent with an approved Master Plan. A Master Plan is a concept level development plan that is approved by Council and allows for flexibility of development regulations and phasing of development. In 2008 construction began on the development of an assisted living facility, as part of a previously approved Master Plan, which has since expired. Currently the Quarry Site has one approved master plan (Milltown Landing) which covers approximately 9.9 acres (approximately 14% of quarry site). The area of the Quarry Site that does not have an approved master plan is limited in its uses to surface mining, recycling facility, concrete crushing and public utility facilities.

Through the process of review and approval of a Master Plan, the City has the ability to work with the property owners, to encourage adoption of a Master Plan that will further implement the City's adopted Visioning Report.

Quarry Site Vision

Even without direct access to the interstate, this site can transform from its current use to a destination development - while maintaining Milton's character. The Visioning Report identifies two viable concepts, although different in use and infrastructure needs. The concepts include a Continuing Care Retirement Community (CCRC) and an RV Resort combined with a Sports Complex.

A CCRC is a retirement community that meets a variety of aging care needs, from independent living to assisted living to nursing home care. The community is typically anchored by retail to form a compact, walkable mixed-use community.

Additional attributes of CCRC's include:

- Tiered approach to the aging process
- Consists of apartments, condominiums, or single-family homes
- Supports light commercial and retail facilities on-site
- Residents pay entrance fee and monthly charges
- Establishes new infrastructure that supports Milton's tax base

A RV Resort combined with a Sports Complex, can serve as another viable development scenario for the Quarry Site. Currently, there is not an immediate sports complex serving the area. With a growing number of club and traveling teams there is a constant need for new sports facilities. This region of the state acts as a hub for RV's, but it lacks an adequate and desirable destination for travelers. Additional attributes include:

- High-end RV park supports regional athletic field and enchanted theme park in Federal Way
 - With sites prices competing with hotel costs, revenues would be high
- RV owners know where they are going before they leave their driveway - an identified regional location
- Regional athletic center features:
 - Indoor and outdoor sports fields
 - Eateries for family gathering or adults to watch children play
 - Activities spread throughout the day so there is no single influx of traffic
 - Potential practice venue for professional and semi-professional teams
- High potential to support a hotel
- This is a development that could provide for the city immediately and redevelop 20 years later
 - Minimal new infrastructure

- All season viability
- Potential for Federal Way to help fund a future interchange

Neighborhood Infill Site(s)

Introduction

There are numerous underutilized properties in the city that have the potential to develop and greatly affect the surrounding neighborhoods upon their redevelopment. Generally speaking these are parcels that are of sufficient size to accommodate a large subdivision of 40+ single family homes. As identified in the visioning report, the property west of Surprise Lake has extremely high potential redevelopment into a residential subdivision. There are a few other properties in the City that have the same characteristics and potential for redevelopment; all of which are zoned single family.

Infill Vision

The outcome of the visioning report identifies the potential for these properties to be developed in a manner that supports and enhances the existing residential development pattern, and promote neighborhood cohesiveness. Development principles to accomplish this generally include:

- Take advantage of and use traditional Milton blocks as a basis for design
- Incorporate alleyways to put garage doors in the back of residential lots versus on the street
- Establish a central park space to serve the new community and surrounding neighborhood
- Using current block and street to determine spatial layout but at a higher density to meet city design standards for growth
- Provide key example for graphic code and development standards

Town Center (formerly Midtown Village)

Introduction

The Town Center SPA consists mainly of the Mixed Use Town Center (MX) land use designation and zoning district. This is the area immediately surrounding the intersection of Oak St, Milton Way, and 11th Ave. Historically this has been the central core of Milton. Prior to the development of the shopping centers in the Uptown District Special Planning Area, this area provided Milton's residents with the day to day needs such as, retail, dining, entertainment and various services.

The area currently has a large mixed use building that houses Dave's Restaurant, and various shops and services. Additionally this area includes underutilized commercial space, and contains potential for redevelopment. A large portion of the property in this district is under single ownership, which assists in working with property owners in implementing the City's vision for redevelopment of this area.

The use of Milton Community Park includes City sponsored events such as Milton Days, and houses the City's numerous memorials. Additionally, the park is heavily used by various youth sports organizations and residents. This large recreational opportunity adds to the viability of the Town Center area becoming the City's true civic core and town center.

Town Center Vision

Milton's Community Park and the immediate surrounding area can truly become the city's town center and civic center. Milton Community Park is central to the entire community and is already a destination to its citizens.

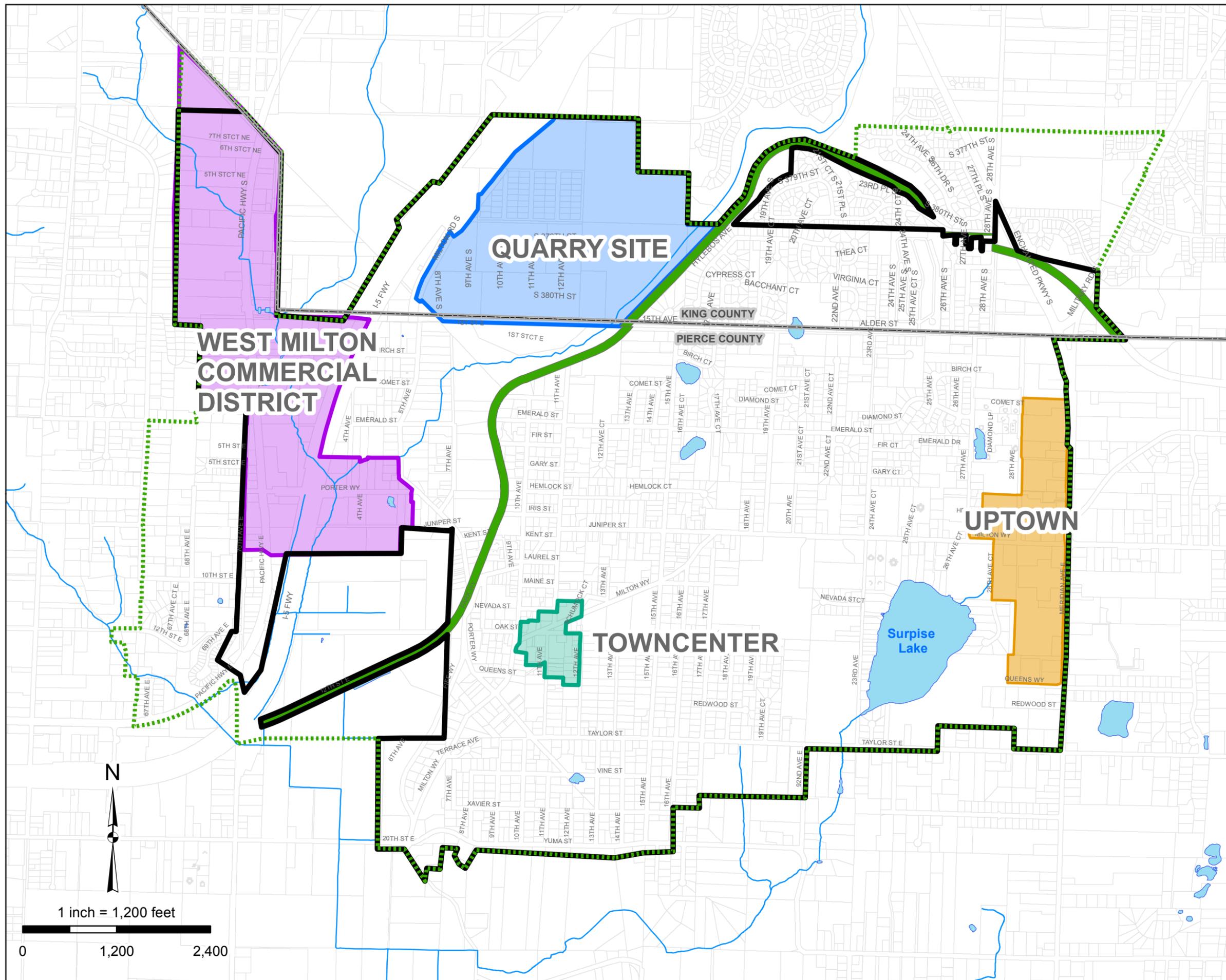
The concept for the Town Center SPA is to create a walkable, mixed-use neighborhood with City Hall as the anchor. Attributes of this plan include:

- The City Hall and Community Center located at west tip of
- Milton Community Park
- A stage built off the building, extending into the park
 - Used for concerts, public gatherings, outdoor eating, etc...
- An amphitheater built into landscape taking advantage of natural topography
- Kemper Playfield relocated to east side of amphitheater
- Adjacent commercial buildings receive façade treatments
- On-street parking surrounding park
- Safe and visible pedestrian street crossings encouraging walkability
- Street trees and planters line streets to add barriers between pedestrians and traffic while softening the streetscape
- Encourages residential and mixed-use infill

With the relocation of City Hall, Milton's identity and character will be restored to the city. Milton is characterized as a community of neighborhoods and a city of places, but the Town Center SPA will become the centerpiece of Milton.

Gateway Site(s)

There are certain areas around the City that can act as a district gateway to the City. Namely these include the intersections of Meridian St/Military Rd, Porter Way/Pacific Hwy E, and Meridian St/Milton Way. This gateway creates a recognizable sense of place, where people recognize they are entering Milton based on a unique development look and feel, and landmark buildings, associated with the gateway area.



Legend:

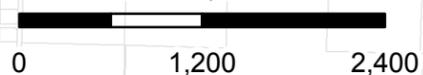
- Towncenter
- Quarry Site
- West Milton Commercial District
- Uptown
- City Limits
- Potential Annexation Area
- Water
- Stream/River
- Interurban Trail

"Milton Visioning Report;
A Community of Neighborhoods,
a City of Places" (Res #1826, 2012)

CITY OF MILTON
MAP LU-1 SPECIAL
PLANNING AREAS



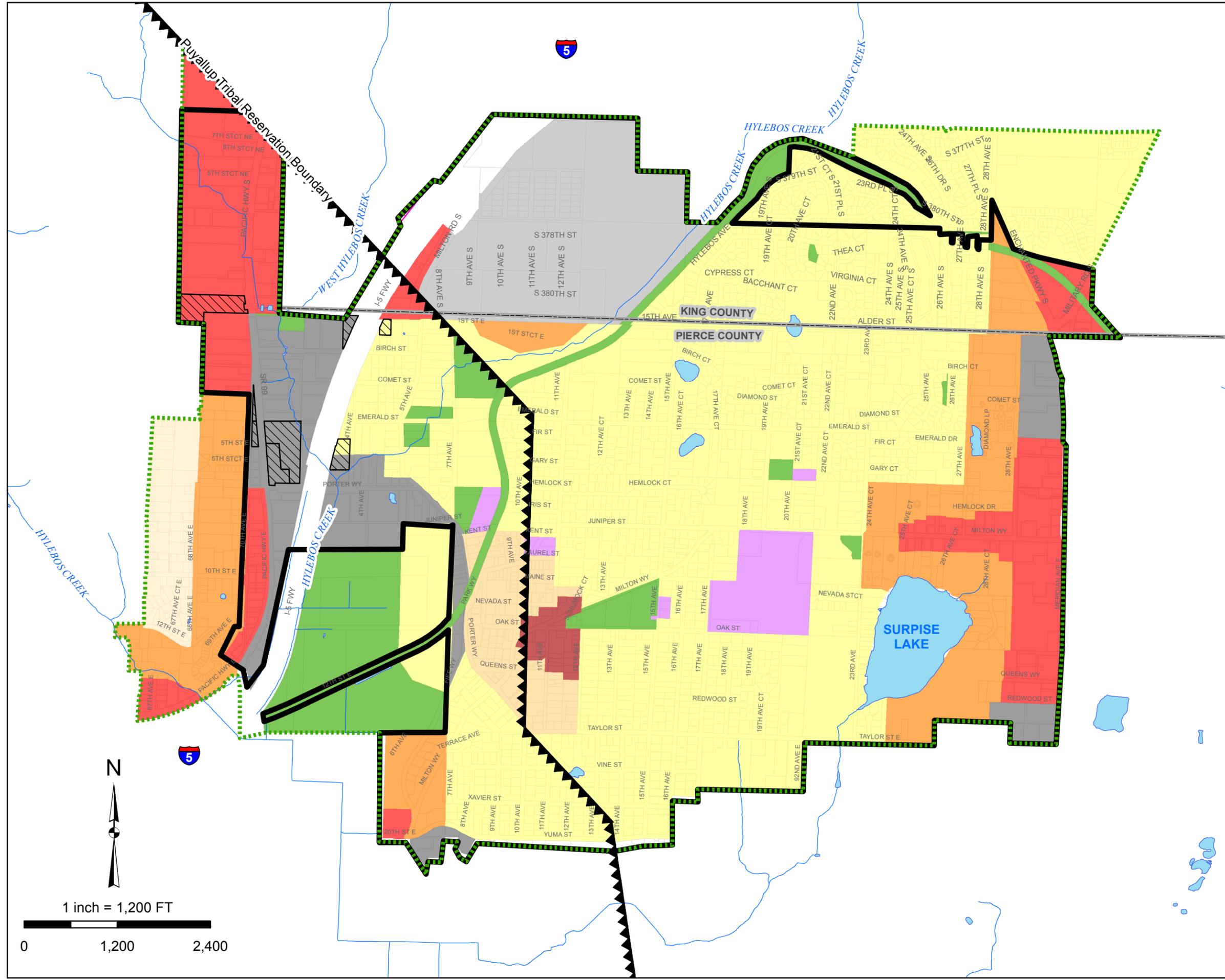
1 inch = 1,200 feet





Legend:

- RS Residential Single Family Designation
- RMD Residential Moderate Density Designation
- RM Residential Multi-Family Designation
- B Business District
- MX Mixed-Use Town Center Designation
- CF Community Facilities Designation
- OS Open Space Designation
- PD Planned Development Designation
- M-1 Light Manufacturing Designation
- UGA UGA Overlap Area
- Interurban Trail
- Potential Annexation Area
- City Limits
- Water
- Stream/River
- Tribal Lands**
- Member Trust
- Tribal Trust
- Puyallup Tribal Reservation Boundary



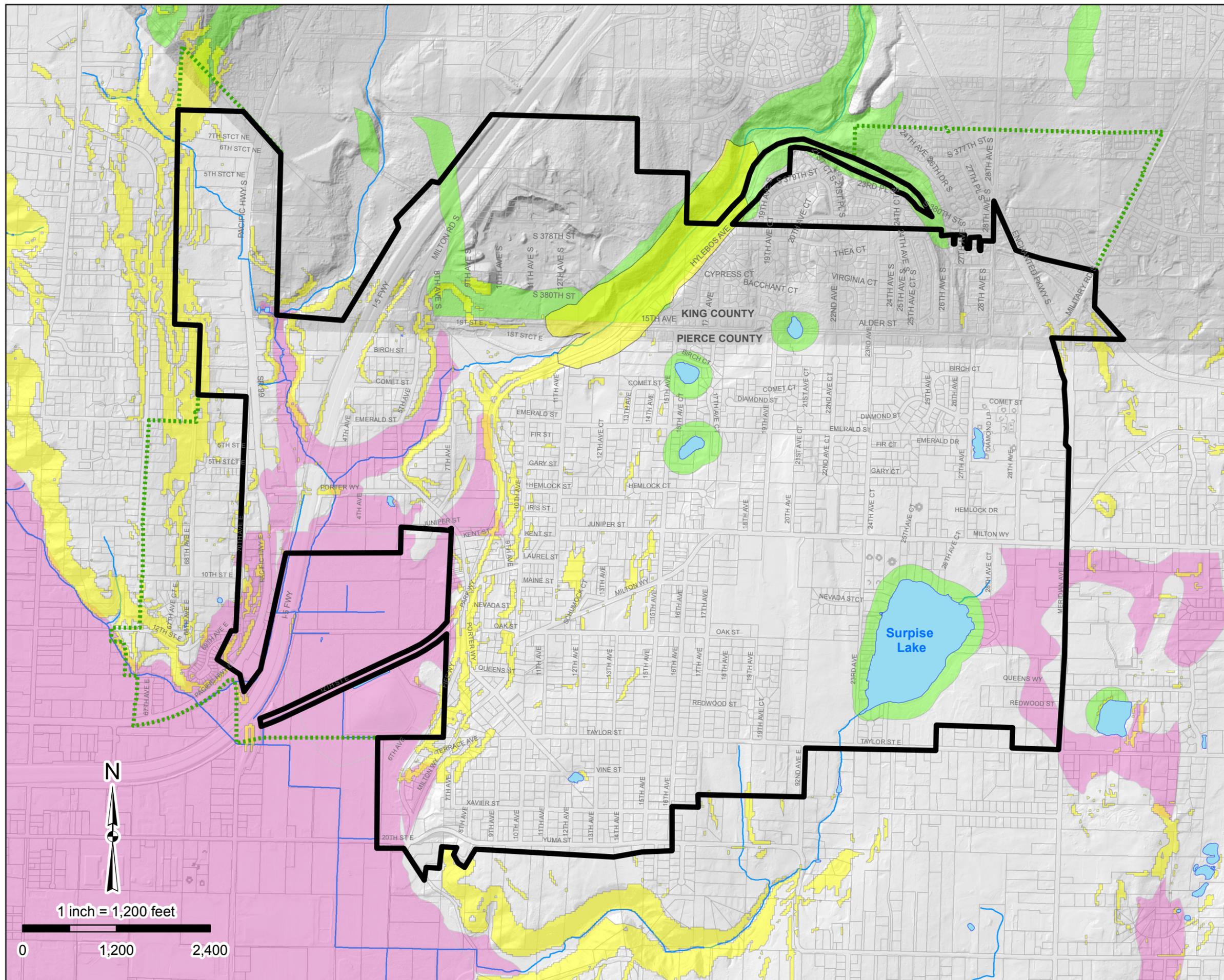
1 inch = 1,200 FT



CITY OF MILTON

MAP LU-2: FUTURE LAND USE





Legend:

- Landslide Hazard Area
- Erosion Hazard Area
- Seismic Hazard Area
- City Limits
- Potential Annexation Area
- Stream/River
- Water



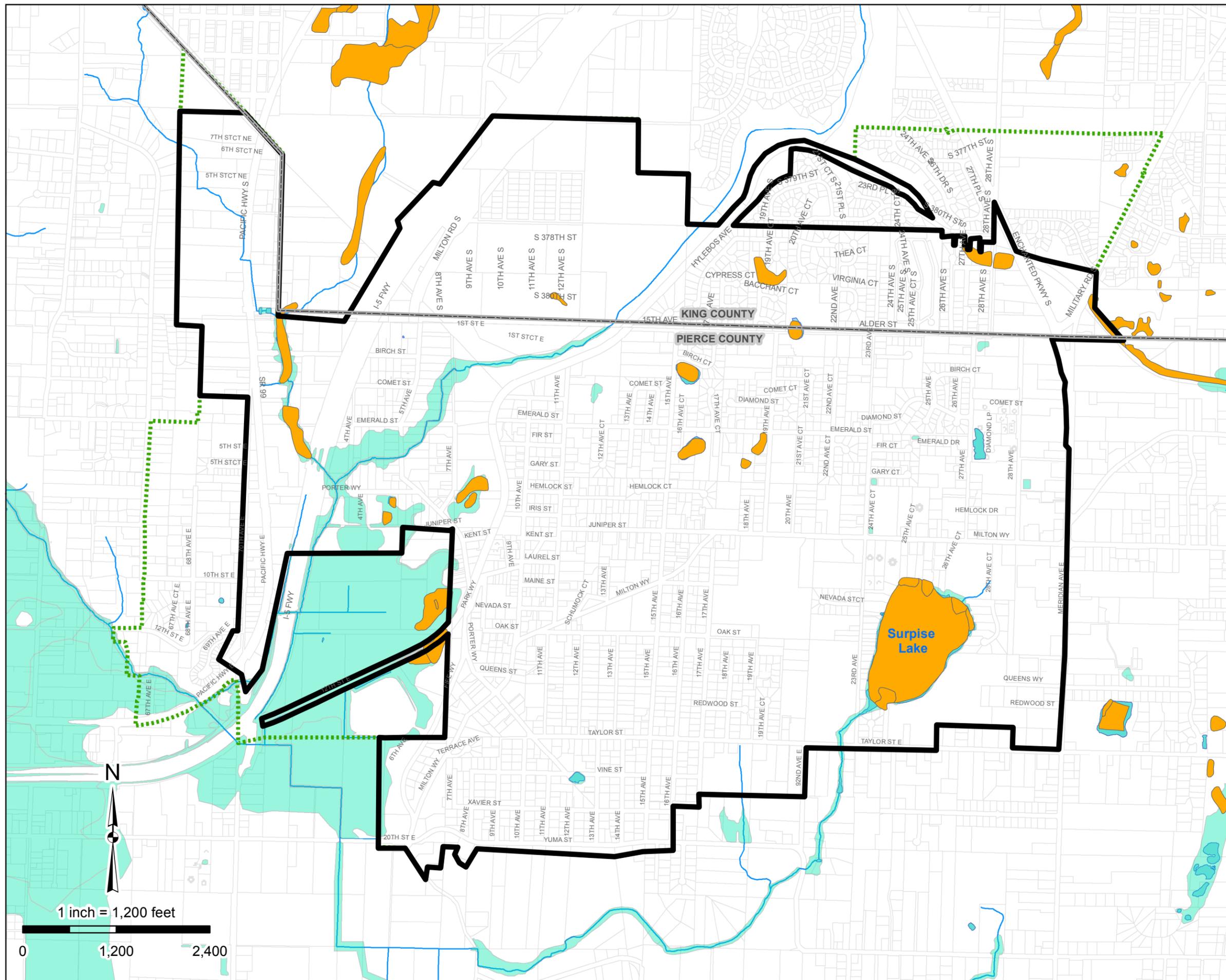
1 inch = 1,200 feet



CITY OF MILTON

MAP LU-3: SOIL STABILITY





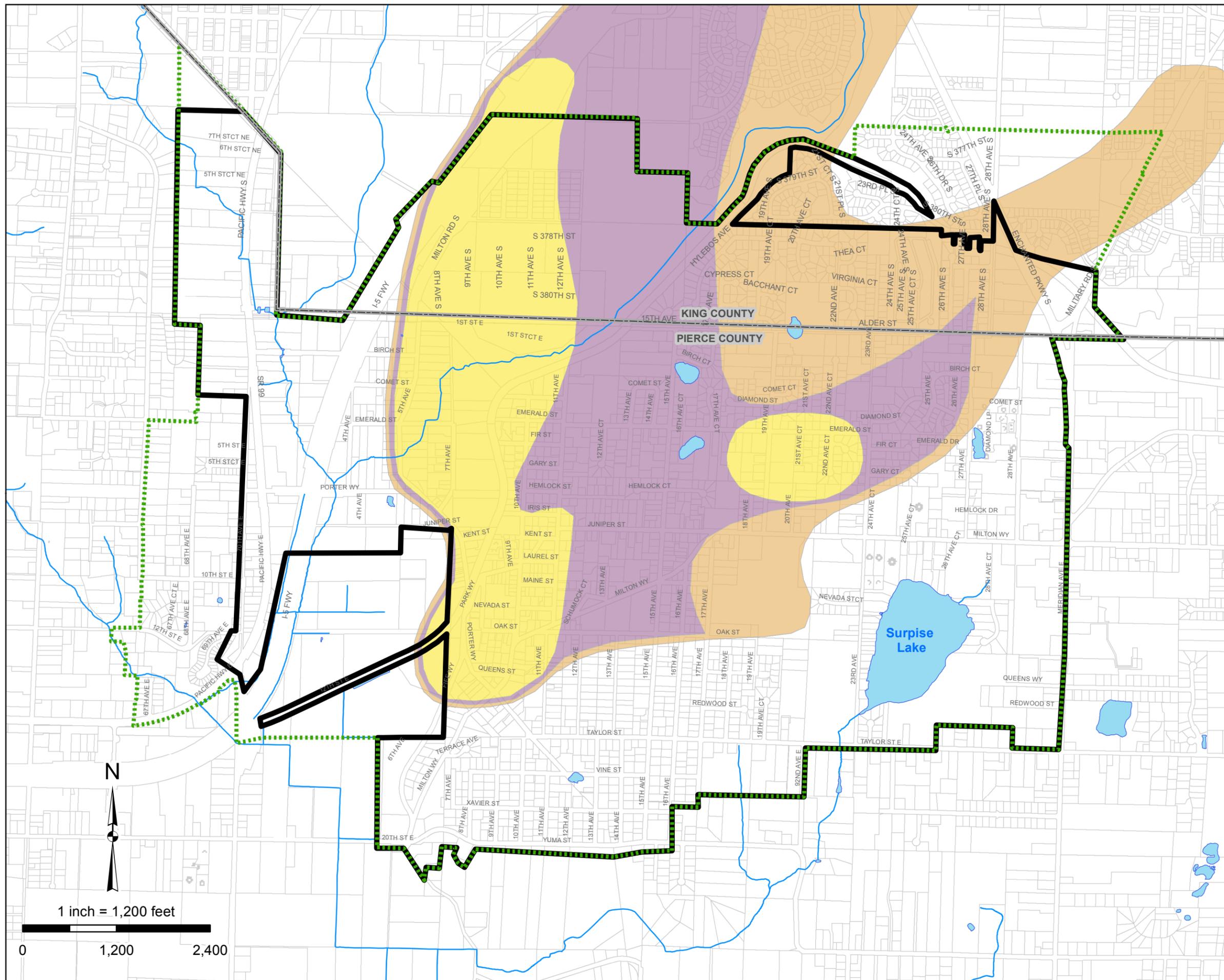
Legend:

-  Wetland
-  Flood Hazard Areas FEMA
-  City Limits
-  Potential Annexation Area
-  Stream/River
-  Water

CITY OF MILTON
MAP LU-4: STREAMS,
WETLANDS,
AND FLOODPLAIN



Gray & Osborne, Inc.
CONSULTING ENGINEERS



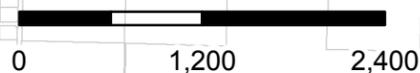
- Legend:**
- 1-YR ZONE
 - 5-YR ZONE
 - 10-YR ZONE
 - Potential Annexation Area
 - City Limits
 - Water

CITY OF MILTON

MAP LU-5: AQUIFER RECHARGE AREAS



1 inch = 1,200 feet



Element 03 – Housing

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 - D. Special Housing Considerations
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1. Introduction

This element will cover housing issues including current conditions, affordable housing, special housing considerations, projected need, available capacity, and goals and policies to accommodate housing needs in the future. The City of Milton has historically been a small bedroom community with a history of larger lot development creating a lower density rural feel. Through the public participation process, one of the main concerns identified is maintaining the City's small town character; of which housing types play a large role.

The Housing Element is a required element under the State's Growth Management Act (GMA). Specifically the GMA requires:

A housing element ensuring the vitality and character of established residential neighborhoods that: (a) Includes an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth; (b) includes a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single-family residences; (c) identifies sufficient land for housing, including, but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, group homes, and foster care facilities; and (d) makes adequate provisions for existing and projected needs of all economic segments of the community.

This element starts off by summarizing the main housing related issues identified during Comprehensive Plan update public participation efforts including online surveys and public meetings. This is followed by the Housing goals and policies addressing housing related issues in Milton, and how the City plans to meet the guidelines of the State GMA and applicable Countywide Planning Policies. These Goals and Policies are the City's legal framework to guide future decisions related to housing in the City of Milton.

This element concludes with a summary of existing housing stock and GMA related housing concerns. An analysis of the City's capacity is performed and compared to the City's anticipated growth targets over the next 20 years, to show the City's ability to accommodate its appropriate allocation of local and regional growth.

2. Major Issues, Concerns, and Citizen Input

The following are housing related issues identified through a visioning process, online surveys, public participation events, and public meetings:

- How will the City maintain its small town character while accommodating for projected growth?
- How can the City maintain and enhance neighborhood cohesiveness?
- Where are the most appropriate places for higher density and mixed-use type development, and how should it be designed and sited to accommodate and enhance the existing neighborhood character?
- How can the City encourage housing for all segments of the population including senior citizens, citizens with special needs, all generations and income levels?
- At what ratio should the City housing stock between housing types (single family, multi family, manufactured home park, and retirement facility) remain?
- Will the recent development of retirement facilities be able to provide a long-term tax base and support future needs of the City, such as schools?
- How can we encourage new development to blend into, and be consistent with, the existing neighborhood form and style?

All of these issues are part of the challenge surrounding housing in the City of Milton over the next twenty years. The continued growth of the Puget Sound region will undoubtedly have effects on the City of Milton. Nonetheless, effective growth management planning should permit such change to represent opportunities rather than constraints. The goals and policies adopted as part of Housing Element should maintain a strong relation to the issues that were raised during the public participation process.

3. Housing Goals & Policies

Goal 1 – The City shall ensure adequate housing for all current and future residents of Milton by achieving and maintaining a high quality residential housing stock.

Housing Policy 1.1 – The City will strive to set the conditions to encourage the development of a variety of housing types, including providing public facilities.

Housing Policy 1.2 – The City shall conserve its existing housing stock through such measures as code enforcement, appropriate zoning, participation in rehabilitation programs, and discouraging the conversion of housing to inappropriate nonresidential uses.

Housing Policy 1.3 – The City shall encourage the installation of appropriate supporting infrastructure in areas that are designated for higher density housing.

Goal 2 – Maintain the City’s small town character and protect existing single-family neighborhoods.

Housing Policy 2.1 – The city’s land use and housing plans should strive to maintain the predominantly single family residential character of Milton while ensuring adequate capacity to accommodate growth forecasts.

Housing Policy 2.2 – New development should be consistent with the character of existing neighborhoods.

Housing Policy 2.3 – The City shall encourage development of housing with a pedestrian orientation that promotes a sense of community and safety. This will ensure that residential neighborhoods are adequately buffered from noise, odors, and other environmental stresses.

Housing Policy 2.4 – The City will promote new residential development in the form of single-family homes, townhouses, duplexes, and accessory dwelling units around the Town Center area, at a density that will allow pedestrian access to commercial areas, employment, schools, services, and parks or recreational areas.

Housing Policy 2.5 – The City shall allow home occupations in residential areas where such home occupations or professions are incidental to the primary residential use and are conducted in a manner that does not change the

home's residential character.

Housing Policy 2.6 – Multi Family and mixed-use housing should be located in the areas that are most appropriate to handle the increase impact from higher densities.

Housing Policy 2.7 – New divisions of land should be laid out and designed in such a way as to preserve neighborhood cohesiveness and match the existing housing pattern.

Housing Policy 2.8 – Site and Building design for multifamily and mixed housing should be consistent with the neighborhood design and promote cohesiveness.

Housing Policy 2.9 – Continually investigate a variety of code amendments in order to protect the small town character and assure the development regulations implement the Comprehensive Plan.

Housing Policy 2.10 – Assure that site, landscaping, building, and design regulations create effective transitions between different land uses and densities.

Housing Policy 2.11 – The City should utilized available means including code enforcement and grant opportunities to protect neighborhoods from blight and dilapidation.

Goal 3 – Encourage the provision of a variety of housing types and densities, while recognizing the need for a range of affordable housing.

Housing Policy 3.1 – the City shall implement non-discriminatory zoning regulations for group homes, consistent with the Federal Fair Housing Act, so that different classes of group homes are permitted in appropriate residential neighborhoods.

Housing Policy 3.2 – the City's strategy for providing "affordable housing" shall rely on:

1. Protecting the quality of Milton's older neighborhoods to retain existing, affordable housing stock.
2. Allowing manufactured housing within single family neighborhoods.
3. Allowing manufactured home parks and multiple family developments in appropriate but limited areas.
4. Consideration of inclusionary or incentivized zoning techniques.
5. Encourage multi-family development in centers where urban services

currently exist.

Housing Policy 3.3 – The City will coordinate its affordable housing policy with the applicable affordable housing policies adopted by King County and Pierce County.

Housing Policy 3.4 – The City shall provide for accessory dwelling units in residential zones for low to moderate income, small family, single persons, or seasonal occupants, as long as the unit maintains the appropriate residential character and quality living environment.

Housing Policy 3.5 – The City should compile and make available housing and housing agency services information to assist low and moderate income families in finding adequate housing and to assist non-profit developers in locating suitable sites for affordable housing.

Housing Policy 3.6 – The City’s development regulations should not unnecessarily add to housing costs.

Housing Policy 3.7 – The City should explore participation in State housing programs, such as the Housing Assistance Program and the State Housing Finance Commission’s homeownership loan program, that facilitate home ownership by low and moderate income families.

Housing Policy 3.8 – Manufactured homes should be treated the same as stick build homes and be allowed in the same zones in which the City authorizes single family residential development.

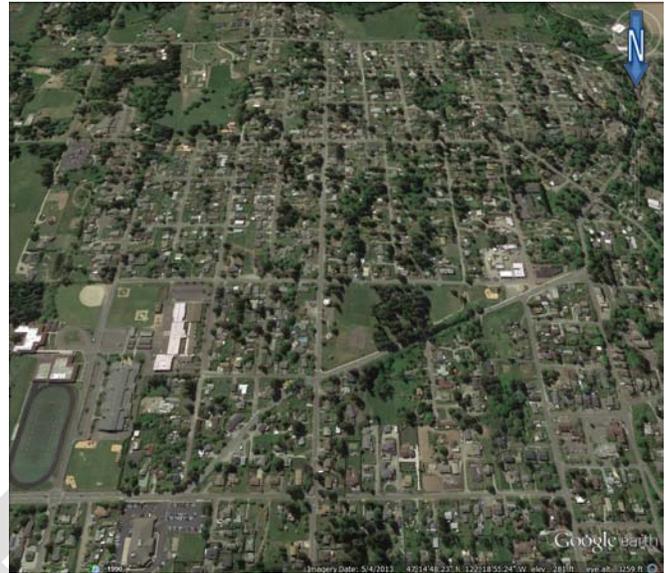
Housing Policy 3.9 – Partnerships with United Way and other non-profit or religious entities should be explored to assist in low-income housing and people with housing crisis.

3. Analysis

A. Current Conditions

Single-family development has occurred uniformly around the City with densities increasing towards the center of the City near the intersection of Milton Way and Oak Street, along the eastern portion of Milton way leading up to the Meridian St corridor.

In general, the residential development pattern is laid out on a traditional grid system allowing for the efficient provision of public services and the promotion of cohesive neighborhoods. However, south of Milton Way, the development pattern has a tighter established street grid with common lot sizes and a distinct housing pattern of lots “double loaded” in a block. The north side of town is characterized by larger subdivisions, with cul-de-sacs and dead ends, with single-family homes on larger lots, interspersed within a larger street grid.

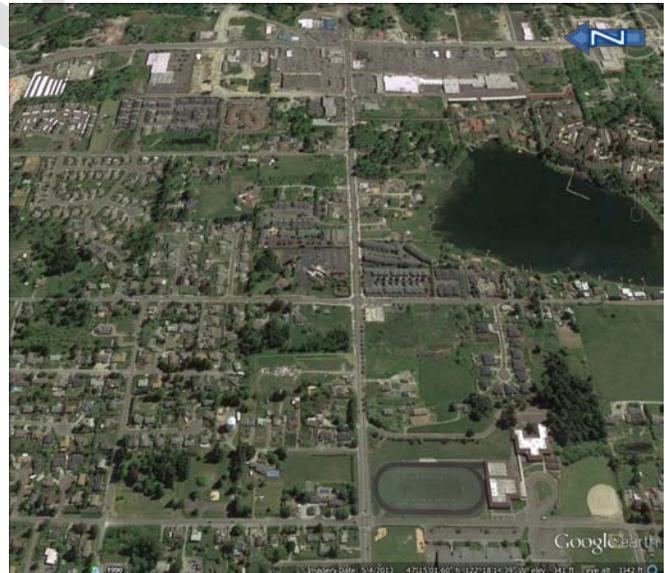


Map 1 - Housing pattern south of Milton Way



Map 2 - Housing pattern north of Milton Way

Multifamily development has occurred primarily along the City’s eastern limits adjacent to, or near, Meridian St, with some multi-family also occurring in southwestern portion of the City and along the eastern length of Milton Way.



Map 3 - Housing pattern east of 23rd St.

As identified in the 2010 Census the overall condition of the occupied housing units in the City of Milton are generally good.

The 2010 Census provides certain measures of interior housing conditions considered to be substandard. These conditions include a lack

of complete plumbing, and/or kitchen facility, heating, and overcrowding. More than one of these conditions may occur in the same housing unit. A unit may also be considered substandard or dilapidated if the housing tilts, the foundation sags, the porch or chimney is collapsed, or fire damage exists.

The 2010 Census shows that virtually all of the City’s housing units have complete plumbing facilities (98.4%), complete kitchen facilities (97.7%), and heating (99.6%). Approximately 48% of the City’s housing units were built after 1980, with the remaining 52% being constructed prior to 1980.

Table 1 shows the existing ratio of housing types located within the City and the City’s UGA.

TABLE 1
Number of Dwelling Units by Type

	Total Units	Single Family (includes duplexes)	Multi Family (3 or more units per structure)	Manufactured Home Park	Retirement Facility
Milton	3755	1838	1456	193	268
Milton PAA	517	463	54	0	0
Total of City and PAA	4272	2302	1510	193	268
% of Overall Total	100.0%	53.9%	35.3 %	4.5%	6.3%

Source: Parcel based GIS analysis

Table 2 shows the number of owner and renter occupied housing units in the City and the Counties.

TABLE 2
Number of Housing Units by Tenure

	Total Units	Owner Occupied	Renter Occupied	Vacant
Milton % of Total Units	3,081 100.0%	1,667 54 %	1,234 40%	180 6%
Pierce County % of Total Units	325,375 100%	189,080 58%	110,838 34%	25,457 8%
King County % of Total Units	851,261 100%	466,718 55%	322,514 28%	62,029 7%

Source: 2010 US Census

Table 3 below shows the number of Owner Occupied structures at specified value ranges as well as the median home value in the City and the Counties.

TABLE 3
Value of Owner Occupied Units

Owner-occupied units	1,706
Less than \$50,000	49
\$50,000 to \$99,999	51
\$100,000 to \$149,999	41
\$150,000 to \$199,999	323
\$200,000 to \$299,999	825
\$300,000 to \$499,999	347
\$500,000 to \$999,999	70
\$1,000,000 or more	0
Milton Median	\$240,700
Pierce County Median	\$251,400
King County Median	\$388,700

Source: 2008-2012 American Community Survey

B. Population Demographics

The demographics associated with current residents within the City of Milton are fairly consistent with current trends within both King and Pierce Counties. The following tables outline the current demographics for residents in these areas.

TABLE 4
Population by Age, Milton, Pierce and King Counties

<u>Age</u>	<u>Milton</u>	<u>% of Total</u>	<u>Pierce County</u>	<u>% of Total</u>	<u>King County</u>	<u>% of Total</u>
<u>0-19</u>	<u>1,807</u>	<u>26%</u>	<u>220,369</u>	<u>28%</u>	<u>461,892</u>	<u>24%</u>
<u>20-39</u>	<u>2,002</u>	<u>29%</u>	<u>221,078</u>	<u>28%</u>	<u>591,697</u>	<u>31%</u>
<u>40-64</u>	<u>2,325</u>	<u>33%</u>	<u>265,993</u>	<u>33%</u>	<u>666,981</u>	<u>35%</u>
<u>65+</u>	<u>1,314</u>	<u>14%</u>	<u>87,785</u>	<u>11%</u>	<u>210,679</u>	<u>11%</u>
<u>Total</u>	<u>6,968</u>		<u>795,225</u>		<u>1,931,249</u>	
<u>Median Age</u>	<u>36.70</u>		<u>35.90</u>		<u>37.10</u>	

Source: 2010 Census Summary/Boyce 2012

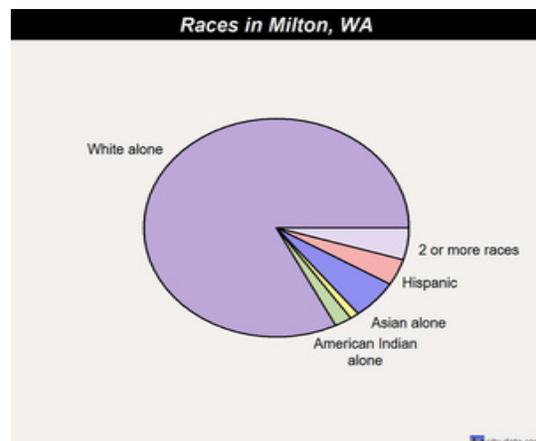
TABLE 5
Household Income for Milton and Pierce County

<u>HH Income</u>	<u>Milton</u>	<u>% of Total</u>	<u>Pierce County</u>	<u>% of Total</u>
<u>Less than \$20K</u>	<u>323</u>	<u>13%</u>	<u>46,986</u>	<u>18%</u>
<u>\$20k-\$59,999</u>	<u>1,335</u>	<u>55%</u>	<u>123,578</u>	<u>47%</u>
<u>\$60k-\$99,999</u>	<u>561</u>	<u>23%</u>	<u>63,123</u>	<u>24%</u>
<u>\$100K+</u>	<u>188</u>	<u>8%</u>	<u>27,210</u>	<u>10%</u>
<u>Total</u>	<u>2,407</u>		<u>260,897</u>	
<u>Average Income</u>	<u>\$53,351</u>		<u>\$54,972</u>	

Source: 2010 Census Summary/Boyce 2012

FIGURE 1
Ethnicity within the City of Milton

White alone - 5,745 (79.5%)
Asian alone - 554 (7.7%)
Two or more races - 383 (5.3%)
Hispanic - 267 (3.7%)
American Indian alone - 194 (2.7%)
Black alone - 61 (0.8%)



Source: City-Data.com

C. Affordable Housing

The Growth Management Act requires each county and city to identify sufficient land for housing, including but not limited to, government-assisted housing, low-income housing, manufactured housing, multifamily housing, group homes, and foster care facilities.

Generally speaking “affordable housing” means housing opportunities for which the rent or mortgage costs are limited to a certain percentage of household income. The City of Milton’s median income in 2010 was \$62,730. This compares to \$59,105 in Pierce County and \$71,175 in King County.

Median is the numerical value separating the higher half, from the lower half of a data set. If all the numbers in a data set were placed in numerical order the **median** would be the one in the middle.

Pierce County, King County and the United States Department of Housing and Urban Development (HUD) all have standards related to affordable housing, and all view affordable housing through a slightly different, although relatively consistent lens.

The United States Department of Housing and Urban Development identifies affordable as paying less than 30 percent of household income. Households that are paying more than 30% of household income for housing are “overpaying.” Tables 6 and 7 below identify rent and housing costs as a percentage of gross household income.

TABLE 6
Gross Rent as a % of Household Income
for Households Paying Rent

Occupied units paying rent	1,281	% of Milton Households	Less than 30% Greater than 30%
Less than 15.0 percent	226	17.6	56.1
15.0 to 19.9 percent	159	12.4	
20.0 to 24.9 percent	212	16.5	
25.0 to 29.9 percent	123	9.6	
30.0 to 34.9 percent	223	17.4	43.8
35.0 percent or more	338	26.4	

Source: 2008-2012 American Community Survey

TABLE 7
Housing Cost as a % of Household Income
for Households with a Mortgage

Housing units with a mortgage	1,422	% of Milton Households	Less than 30% Greater than 30%
Less than 20.0 percent	314	22.1	53.7%
20.0 to 24.9 percent	296	20.9	
25.0 to 29.9 percent	152	10.7	
30.0 to 34.9 percent	182	12.7	46.3%
35.0 percent or more	478	33.6	

Source: 2008-2012 American Community Survey

Each County has a different process by which affordable housing should be addressed. This is adopted in the County’s respective comprehensive plans, of which the applicable policies are listed below.

The King County Countywide Planning Policies regarding affordable housing state as follows:

Overarching Goal: *The housing needs of all economic and demographic groups are met within all jurisdictions.*

H-1 Address the countywide need for housing affordable to households with moderate, low and very low incomes, including those with special needs. The countywide need for housing by percentage of Area Median Income (AMI) is:

50-80% of AMI (moderate) 16% of total housing supply
 30-50% of AMI (low) 12% of total housing supply
 30% and below AMI (very-low) 12% of total housing supply

H-2 Address the need for housing affordable to households at less than 30% AMI (very low income), recognizing that this is where the greatest need exists, and addressing this need will require funding, policies and collaborative actions by all jurisdictions working individually and collectively.

The Pierce County Countywide Planning Policies regarding affordable housing state as follows:

AH-3. The County, and each municipality in the County, shall encourage the availability of housing affordable to all economic segments of the population for each jurisdiction.

3.1 For the purpose of the Pierce County Countywide Planning Policies the following definitions shall apply:

3.1.1 “Affordable housing” shall mean the housing affordable to households earning up to 80 percent of the countywide median income.

3.1.2 “Low income households” shall mean households earning 80 percent or less of the countywide median income.

3.1.3 “Moderate income households” shall mean households earning 80 to 120 percent of the countywide median income.

3.1.4 “Special Needs Housing” shall mean supportive housing opportunities for populations with specialized requirements, such as the physically and mentally disabled, the elderly, people with medical conditions, the homeless, victims of domestic violence, foster youth, refugees, and others.

3.2 Affordable housing needs not typically met by the private housing market should be addressed through a more coordinated countywide approach/strategy.

3.2.1 Each jurisdiction may adopt plans and policies for meeting its affordable and moderate income housing needs in a manner that reflects its unique demographic characteristics, comprehensive plan vision and policies, development and infrastructure capacity, location and proximity to job centers, local workforce, and access to transportation.

3.3 It shall be the goal of each jurisdiction in Pierce County that a minimum of 25% of the growth population allocation is satisfied through affordable housing.

3.3.1 Jurisdictions with designated regional centers should consider incorporating affordable housing allocations as part of their adopted allocations for these centers.

3.4 Each jurisdiction should provide a sufficient supply of special needs housing opportunities that is equitably and rationally distributed throughout the County.

Table 8 below shows the household incomes for the City of Milton as well as King and Pierce County. This is further broken down to show the various income levels as a percentage of Milton’s median household income.

TABLE 8
Household Income

Median Household Incomes			
Milton Median household income	\$62,730		
Pierce County Median household income	\$59,105		
King County Median household income	\$71,175		
Household Income Levels	% of Milton Median income	Number of households	% of Households in each income level
Less than \$10,000	(<16%)	67	2.2%
\$10,000 to \$14,999	(16-24%)	138	4.6%
\$15,000 to \$24,999	(24-40%)	235	7.8%
\$25,000 to \$34,999	(40-55%)	163	5.4%
\$35,000 to \$49,999	(55-80%)	470	15.7%
\$50,000 to \$74,999	(80-120%)	803	26.7%
\$75,000 to \$99,999	(120-160%)	408	13.6%
\$100,000 to \$149,999	(160-240%)	534	17.8%
\$150,000 to \$199,999	(240-318%)	117	3.9%
\$200,000 or more	(>318%)	69	2.3%
Total	N/A	3,004	100%

Source: 2008-2012 American Community Survey

D. Special Housing Considerations

Housing units are generally thought of as consisting of traditional single family, and multifamily development. However, there are a number of special housing considerations that are not as clear cut as this. These generally include accessory dwelling units, adult day care and adult family home facilities, assisted living facilities, group homes, mobile home parks and manufactured homes.

All of these special housing types are currently authorized in the City of Milton, in appropriate areas. Manufactured homes are reviewed and approved the same as stick built single family homes when individually located on a single parcel; manufactured home parks are authorized on parcels of sufficient size.

The City of Milton currently has three senior housing facilities, comprising approximately 6.3% of the City's housing units.

E. Capacity, Allocation and Forecast Analysis

The housing capacity for the City is determined by analyzing three main variables:

- Vacant and underutilized land (through County Buildable Lands review)
- Density allowances for vacant and underutilized land (development regulations)
- Constraints on vacant and underutilized land (Assumptions based on observed local development patterns and development regulations)

As required by the GMA, Counties are required to create a buildable lands report. Specifically this report is required *“to determine if urban densities are being achieved within urban growth areas by comparing local planning goals and assumptions with actual development and determining if actual development is consistent with the comprehensive plan. It also determines if there is sufficient commercial, industrial and housing capacity within the adopted urban growth area to accommodate the county’s twenty-year planning targets.”*

Since the City of Milton is located in two counties, it participates in two buildable lands programs. The buildable lands process begins by identifying the vacant and underutilized land within the City limits. These areas were then adjusted based on observed development patterns, to obtain adjusted net acres available for development. Assumptions on future development were created, based on observed development patterns. The area available for development is then compared to the assumed densities per zone, in order to determine a capacity.

The analysis associated with each County’s respective buildable lands report is being utilized by the City, to determine the City’s housing unit capacity. This is then compared against the “allocation” ratified by each respective county by adoption of the County-Wide Planning Policies to show that the City can accommodate the required allocation.

The “allocation” the City of Milton is expected to accommodate is created at staff level by coordinating committees that are composed of planning staff from the respective cities and towns within the County as well as County staff. The Puget Sound Regional Council identifies the amount of growth each county is expected to accommodate for the next planning period, which is 2015 to 2035. The coordinating committees work together to determine how much growth should be allocated each City within the county. This process is designed to make sure that population is allocated consistent with the Countywide Planning Policies and Vision 2040. The allocations are the minimum requirements a jurisdiction must ensure that they have capacity to accommodate during the 20-year planning horizon. Determining if a jurisdiction has capacity is determined through the Buildable Lands Report which shows if a jurisdiction has capacity to meet the allocations. In Milton’s case, the City was allocated a much smaller share of regional growth than is forecasted (from the Puget Sound Regional Council) based on regional growth patterns. As such, the allocation from the County cannot be accurately compared to the forecast from the Puget Sound Regional Council.

The “forecasted” population growth is created by the Puget Sound Regional Council. This process uses a model called the UrbanSim model, which looks at the City’s development regulations, available land, and regional development trends. As mentioned above, the “forecast” by PSRC may be a more reliable expectation of forecasted growth than the “allocations” adopted in the CWPPs.

Since the City cannot accurately compare King and Pierce County Housing Unit allocations to the PSRC Forecast, these are split out and discussed separately below. The discussion below shows the City of Milton meeting the housing unit allocation for King and Pierce County, as well as the Population forecast created by PSRC.

Pierce County Housing Allocation

Below is the housing capacity, as identified in the 2014 Pierce County Buildable Lands Report. This table was created by the Pierce County Buildable Lands program, in consultation with its cities and towns. The complete analysis is contained in the 2014 Pierce County Buildable Lands Report. Table 9 and 10 below shows the outcome of the 2014 Buildable Lands Report which identifies the Pierce County portion of the City as having enough capacity to accommodate the Housing Unit allocation in the Pierce County Countywide Planning Policies.

2010 Total Housing Units¹	2030 Total Housing Units Needed²	Additional Housing Needed (2010-2030)	Displaced Units	Total Housing Units Needed
2,724	2,779	55	126	181

Zoning District	Adjusted Net Acres	Assumed Density	Unit Capacity	One Dwelling Unit per Vacant (Single Unit) Lot	Pipeline¹	Housing Capacity
RS	83.30	3.25	271	32	25	328
RM	27.22	8	218	0	0	218
RMD	3.90	8	31	4	0	35
MX	2.65	8	21	0	0	21
Total Housing Capacity						602

Based on Pierce County’s analysis, the City of Milton maintains a 421 housing surplus once the total housing needs (181 housing units) is subtracted from the total housing capacity (602 units).

King County Allocation

The 2014 King County Buildable Lands Report utilized an abridged version of the buildable lands update for smaller cities like Milton.

In doing this, it was first determined that development regulations had not been drastically changed since the last report was completed in 2006.

It was then determined how many new homes were built in the King County portion of Milton. The capacity and target contained in the 2006 report was then modified to reflect the changes in the reporting period.

Table 11 below shows the outcome of the 2014 King County Buildable Lands Report which identifies the King County portion of the City as having enough capacity to accommodate the Housing Unit allocation in the King County Countywide Planning Policies.

TABLE 11 – King County Buildable Land Analysis		
<u>Growth Target Update, 2006 to 2012</u>		
Housing Growth Target (2006-2031)		50
<u>Housing Unit Change: 2006-2012</u>		
Net New SF Units Permitted	2	
Net New MF Units Permitted	30	
Net New Units, Annex Area	0	
Net New Units (2006-2012)	32	
Plus Annexation Area Target	0	
Net Adjustment to Target	32	
Net Adjustment to Target		(32)
Remaining Target (2012-2031)		18
<u>Housing Capacity (units, 2006)</u>		
Housing Capacity (units, 2006)		420
Less 2006 - 2011 Units Permitted		-32
Total Capacity (units, 2012)		388
Remaining Housing Target (2012-2031)		18
Surplus/Deficit Capacity		370

Puget Sound Regional Council Forecast

The Puget Sound Regional Council provides two data sets for Cities to use in updating their comprehensive plans. The first data set utilizes the numbers from the adopted Countywide Planning Policies. As mentioned above, these numbers only identify the City’s “allocation” under the Countywide Planning Policies for each County. The other data set produced by the PSRC is a regional growth forecast. This data is created by looking at the City’s development regulations, underutilized land, and regional development trends to create a “forecast” for regional growth.

Table 12 below identifies the forecast created by the PSRC which is the population the City of Milton has adopted for the 2035 growth target. According to this table, the City will need to accommodate 1,619 additional people by the year 2035.

Table 12 – Population Forecasts

	2000*	2010*	2014**	2020***	2030***	2035***	2040***
Population	5795	6968	7265	7452	8434	8884	9335

* Decennial Census

**Office of Financial Management official estimate

*** PSRC Forecast

According to the 2000 and the 2010 Census the City’s occupied households contained 2.39 (2000), and 2.4 (2010) people per household. The 2000 and 2010 census also identified a vacancy rate of 4.5% (2000) and 5.8% (2010). According to table 10 and 11 above, the City has the Total capacity for 990 (Pierce and King County combined) homes. By averaging the vacancy rates identified for years 2000 and 2010 above (5.15%) and multiplying this by the total housing capacity of 990, it is estimated that Milton can provide for 939 occupied dwelling units. With each occupied dwelling unit containing an average of 2.4 people per household, the City can accommodate 2,254 additional people, which is greater than the expected growth of 1,619 (PSRC) in the 20-year planning horizon between 2015 and 2035.

Element 04 – Transportation

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1. Introduction

This element will cover issues related to transportation in the City of Milton. This includes a review of the existing transportation system, analysis of transportation needs, and an identification of future transportation system improvements. The Transportation Element includes all modes of travel — auto, truck, bicycle, bus, and pedestrian.

In 2002, the City adopted its initial Transportation Element, which covered the 2001-2021 planning horizon. This update to the Transportation Element documents the changes that have occurred since 2001 and updates the analysis to create a transportation plan for the City growth over the next 20 years (2014-2035). This update analyzes the existing operation of the transportation systems, forecasts the future travel demand, and identifies the transportation improvements needed to address safety and accommodate future growth, and to create a transportation system that meets the needs and expectations of the community.

The Transportation Element is a required element under the State's Growth Management Act (GMA). The GMA outlines specific requirements for the Transportation Element of a city's comprehensive plan. It calls for a balanced approach to land use and transportation planning to ensure that a city's transportation system can support expected growth and development. In addition, it mandates that capital facilities funds be adequate to pay for any necessary improvements to the transportation system. Finally, the City must adopt specific standards for the acceptable levels of congestion on its streets; these standards are called level of service (LOS) standards.

Other legislative requirements addressed by the Transportation Element include the Pierce County and King County Countywide Planning Policies, the 1991 Commute Trip Reduction Act, the Americans with Disabilities Act (ADA) and the 1990 federal Clean Air Act Amendments. Each of these laws emphasizes closer coordination between a jurisdiction's land use planning and its approach to transportation planning.

2. Major Issues, Concerns, and Citizen Input

In creating the future plans and policies identified in this element the following list of issues were identified through a visioning process, online surveys, public participation events, and public meetings;

- How can the City make its adopted community Vision a reality?
- How will the proposed regional projects, including the extension of SR 167 connecting to I-5 along Milton's border, affect traffic in the City of Milton?
- How and where should the City provide new pedestrian facilities and encourage the development of walkable, pedestrian engaging environments?
- How can we improve conditions of the existing transportation infrastructure?
- How can local and regional transit services be improved?
- What can the City do to encourage transit agencies to provide increased service within the City?
- What can the City do to encourage transit agencies to provide increased service within the City?
- How can we support bicycle travel and what kind of bicycle facilities will best serve the needs within Milton?
- The recent widening of Meridian Avenue E has changed the street to a 5-lane highway. How will this change travel patterns and land use in the City, and how can the City utilize this change in a positive way?

All of these issues are part of the challenge in planning the transportation system for the City of Milton over the next 20 years.

3. Transportation Goals & Policies

The transportation goals and policies directs the development of the transportation system by establishing the transportation vision for Milton, identifying the priority of transportation improvements, providing guidance for decision-making, and ensuring consistency with regional planning goals.

TRANSPORTATION GOALS

Goal TR 1 The City shall ensure that transportation facilities and services, needed to support development, are available concurrently with the impacts of such development in order to protect investments in existing transportation facilities and services, maximize the use of the facilities and services, and promote orderly compact growth.

Pol. TR 1.1 To maintain its existing rural and small town character and to maintain the performance of arterial and transit routes, Milton adopts a Level of Service D for intersections inside the City.

Pol. TR 1.2 The City shall not issue development permits where the project requires transportation improvements beyond the scope of the City's 6-year Transportation Improvement Plan to maintain the adopted level of service standards. A developer may provide for needed improvements in transportation facilities and/or services. A developer may also provide strategies to mitigate impacts of their development provided that these strategies are consistent with the City's goals and objectives.

Pol. TR 1.3 The City shall produce a financially feasible plan in the Capital Facilities Element demonstrating its ability to achieve and maintain adopted levels of service. The City shall adopt its Six-Year Transportation Improvement Program (TIP) as a part of this plan and annually update it in accordance with the policies of this plan and GMA.

Pol. TR 1.4 The City, consistent with its Municipal Code, shall apply a functional street classification system to its entire roadway network. The classification system should reflect federal, state, and regional classification system designations as appropriate.

Pol. TR 1.5 The City will coordinate with the appropriate agencies to ensure the efficient movement of goods to serve local and regional markets.

Pol. TR 1.6 New development shall be allowed only when and where all transportation facilities are adequate at the time of development, or unless a financial commitment is in place to complete the necessary improvements that will mitigate the development's impacts within six years.

Pol. TR 1.7 The City shall require developers to construct streets directly serving new development, and frontage improvements including street widening, landscape buffers, sidewalks, and

bicycle facilities as defined by the City's Comprehensive Plan. Developers will be required to conduct traffic studies to determine the impacts of their developments on traffic in the City and pay a fair-share fee for specific off-site improvements needed to mitigate the impacts of their development.

Pol. TR 1.8 The City shall coordinate land use and public works planning activities with an ongoing program of long range financial planning, in order to conserve the fiscal resources available to implement the TIP.

Pol. TR 1.9 The City shall prioritize the funding of maintenance and safety improvements for existing streets and the completion of the existing grid system above the creation of new roads.

Pol. TR 1.10 The City shall implement a level of service reassessment strategy in the event of a funding shortfall. This strategy will (in the following order):

- (1) seek additional methods of funding,
- (2) explore alternative, lower-cost methods to meet level-of-service standards (e.g., transportation demand management, public transit or another project),
- (3) reduce the types or size of development, and
- (4) reevaluate the established level of service standards to determine how they might be adjusted.

Pol. TR 1.11 The City's Street Design Standards should be revised to establish and designate appropriate street sections consistent with the Comprehensive Plan, Uptown District Design Standards and Guidelines, the City Vision, and other planning documents.

Goal TR 2 Coordinate with regional transportation entities to ensure maximum connectivity between regional transportation systems and the City of Milton.

Pol. TR 2.1 The City shall coordinate with Pierce and King Counties and adjacent cities regarding vehicle level of service standards.

Pol. TR 2.2 The City shall follow WSDOT the level of service standards for SR 99 and I-5 facilities as per RCW 47.06.140(2).

Pol. TR 2.3 The City should actively solicit action by the State and Pierce and King Counties to program and construct those improvements to State and County arterial systems that are needed to maintain the level of service standards adopted by the City of Milton.

Goal TR 3 Maintain an environmentally sustainable transportation system that preserves sensitive habitat, protects natural resources and meets air quality requirements.

Pol. TR 3.1 Ensure that the City's transportation system preserves existing habitats and requires enhancement of disrupted habitats.

- Pol. TR 3.2 The City shall explore ways to encourage vanpooling, carpooling, public transit use, and other alternatives and strategies to reduce single occupant vehicle travel. The City shall work with developers in establishing Transportation Demand strategies where possible to alleviate and reduce traffic congestion.
- Pol. TR 3.3 City shall design its transportation facilities to meet air quality goals, reduce greenhouse gas emissions, promote energy-efficiency, and support clean transportation technologies.
- Pol. TR 3.4 New transportation facilities should be designed in a manner that minimizes impacts on natural drainage patterns and soil profiles.
- Pol. TR 3.5 The City should encourage all major employers to implement programs to reduce the number of employees commuting by single occupancy vehicles through transportation demand management strategies including but not limited to preferential parking for carpools/vanpools, alternative work hours, bicycle parking, and distribution of transit and ridesharing information.
- Pol. TR 3.6 Transportation facilities and services should be sited, designed, and buffered (through extensive screening and/or landscaping) to fit in harmoniously with their surroundings. When sited within or adjacent to residential areas, special attention should be given to minimizing environmental, noise, light, and glare impacts.

MULTI-MODAL GOALS AND POLICIES

Goal MM 1 The City shall strive to develop, maintain, and operate a balanced, flexible, safe, and efficient multi-modal transportation system to serve all persons, special needs populations and activities in the community.

Pol. MM 1.1 The City's Street Design Standards should facilitate the development of a multi-modal transportation system on city streets. Future revisions to these standards should support the development of pedestrian and bicycle facilities.

Pol. MM 1.2 The City shall encourage the implementation of measures that will relieve pressures on the existing transportation infrastructure, including:

- a. multi-modal transportation alternatives;
- b. land use coordination;
- c. prioritized improvements;
- d. park-and-ride lots.

Pol. MM 1.3 The City shall encourage the integration, coordination, and linkage of the connections and transfer points between all modes of transportation.

- Pol. MM 1.4 The City shall work with local and regional transit agencies to provide transit service that links Milton with surrounding communities, regional rail transit, and major employment and commercial centers in the region.
- Pol. MM 1.5 The City shall minimize potential conflicts between bicycle and automobile traffic by providing signage, signals and other appropriate treatments at the intersections of bicycle trails and roadways.
- Pol. MM 1.6 The City shall encourage the location of bicycle racks at appropriate destination points, such as outside of commercial businesses, City Hall, parks, schools, and transit facilities.
- Pol. MM 1.7 The City shall provide and promote the development of a comprehensive network of pedestrian and bicycle facilities that link neighborhoods with activity centers (e.g. schools, parks, transit, trails, and commercial uses) and adjacent jurisdictions.
- Pol. MM 1.8 The City shall coordinate the development of its non-motorized facilities with adjacent jurisdictions to ensure an efficient, continuous, regional network.
- Pol. MM 1.9 The City shall include the need to accommodate safe transportation by bicycles in its management and design of the City street network, including designating bicycle routes throughout the City.
- Pol. MM 1.10 The City shall support coordination with King County and Pierce County for the continued development, enhancement and completion of the Interurban Trail.
- Pol. MM 1.11 The City shall support coordination with transit agencies such as Pierce Transit, Sound Transit, and King County Metro in developing connecting and complementary transit service.
- Pol. MM 1.12 The City should support the improvement of paratransit services.
- Pol. MM 1.13 The City should support the development of non-motorized connections and marked roadways that link the Interurban Trail with the City's other resources such as schools and commercial areas.
- Pol. MM 1.14 Milton Way should be designed and developed to create an east-west bike/pedestrian corridor and draw traffic into the Town Center Special Planning Area.
- Pol. MM 1.15 The City shall establish distinct gateways along Milton Way, Meridian Avenue E, and Pacific Highway E.

PEDESTRIAN GOALS AND POLICIES

Goal PED 1 The City should recognize pedestrian movement as a basic means of circulation and assure adequate accommodation of pedestrian and handicapped persons needs in all transportation policies and facilities.

Pol. PED 1.1 The City shall require developers to include pedestrian sidewalks, and encourage walking trails and paths, in new plats either by constructing the improvements or paying a fee-in-lieu when construction of frontage improvements are not practical at time of development.

Pol. PED 1.2 The City shall strive to improve pedestrian facilities along high-priority pedestrian routes. Efforts should include additional or improved sidewalks and pedestrian paths where appropriate and feasible.

Pol. PED 1.3 The City shall establish public facilities and amenities such as sidewalks, trails, and streetlights to provide a healthy family environment within the community.

Pol. PED 1.4 The City will improve pedestrian amenities through public improvements, street standards, and development standards. Within the Uptown District, this includes the development of a district-wide integrated walking system that provides frontage improvements, through-block connections, and pedestrian walkways meeting the Uptown Design Standards and Guidelines.

Pol. PED 1.5 The design and management of the street network shall seek to improve the appearance and safety of existing street corridors and shall incorporate high standards of design when developing new streets, including the construction of sidewalks. Where appropriate, landscape measures should be implemented to enhance the appearance of city street corridors.

Pol. PED 1.6 Whenever the City contemplates reconstruction or major maintenance work on a City street lacking pedestrian facilities, the ability to provide pedestrian facilities at that time should be fully explored.

PARKING GOALS AND POLICIES

Goal PK 1 The City shall ensure adequate parking in commercial areas in order to support economic growth, while maintaining consistency with roadway design and pedestrian circulation goals.

Pol. PK 1.1 On-street parking shall be encouraged in the Town Center, consistent with the City Vision, in order to form a buffer between pedestrians and street traffic, reduce the speed of traffic, and provide for short-term parking needs.

- Pol. PK 1.2 The City will explore alternative methods to ensure the presence of adequate parking for new and existing commercial and residential development in the Town Center Special Planning Area, while seeking to reduce the amount of parking provided by individual developments. This includes a mix of on-street and shared parking areas and the designation of short-term and long-term parking controls that support adjacent development.
- Pol. PK 1.3 The Uptown District should emphasize parking behind storefronts, on-street parking, and landscaped buffering, consistent with the City's vision.

TRANSPORTATION GOALS AND POLICIES RELATED TO LAND USE

- Goal TL 1 The City shall actively influence its future character by managing land use change and by developing City facilities and services in a manner that directs and controls land use patterns and intensities.**
- Pol. TL 1.1 The City shall coordinate land use planning with the development of transportation facilities and services. The City shall adopt procedures that encourage the use of the Land Use Element of this Plan and other planning documents in planning future facilities.
- Pol. TL 1.2 The City shall evaluate the impact of land use decisions on the transportation system. Likewise, transportation improvements should support the adjacent land uses and proposed land use densities.

4. Existing Conditions Analysis

This section presents an assessment of the existing transportation conditions in the City of Milton. The existing conditions analysis describes the transportation system and conditions as it exists today.

Under existing conditions, the transportation system is divided into two main categories: Motorized Transportation, which includes automobile, freight and transit travel and Non-Motorized Transportation, which includes pedestrian, bicycle and equestrian travel. These two transportation systems are not exclusive, and often motorized and non-motorized facilities are built within the same right-of-way or share the paved width of a roadway.

Existing Motorized Transportation

The City of Milton’s roadway system is made up of a collection of public and private streets, along with state and federal highways. Interstate 5 runs north-south through the city, separating commercial areas along Pacific Highway E (SR 99) from primarily residential areas to the east. Meridian Avenue E (SR 161) forms the east boundary of the city limits, separating the City of Milton and the City of Edgewood. Milton Way and Taylor Street are the primary east-west connections through the city.

Street Classification

The City of Milton uses a functional street classification system to describe its street network as shown in Table 1 and Map T-1. The functional classification ranks each of the streets based on the facility’s speed, volume, and access to adjacent property. For example, Principal Arterials, such as Meridian Avenue E and Pacific Highway E serve all types of local and regional traffic including freight, have less access to adjacent land uses, and typically allow higher speeds. Minor Arterials, such as Milton Way and Porter Way, provide both local connections and serve through traffic. Collector Streets, such as 23rd Avenue and Taylor Street, provide connections between neighborhoods. Finally, Local Streets provide direct access to adjacent properties.

Table 1. Functional Street Classification Types and Examples

Street Classification	Description	Examples
Principal Arterials	Carry high volume of traffic and provide for regional and local mobility. These facilities are typically designed for higher speeds with reduced access to adjacent property.	Meridian Avenue E (SR 161) Pacific Highway E (SR 99)
Minor Arterials	Accommodate both local and through traffic, connecting between principal and collector streets. Minor arterials typically have a moderate degree of access, and lower travel speeds.	Milton Way (Porter Way to Meridian Ave E) Porter Way (Pacific Hwy E to Milton Way)
Collector Streets	Provide for movement through neighborhoods, connecting arterials to local streets. Collector streets typically have low volumes, low speeds and carry little through traffic.	23rd Avenue (Milton Way to Taylor Street) Porter Way (Milton Way to Taylor Street)
Local Streets	Are all roads not defined as arterials or collectors. Their primary role is to provide direct access to adjacent property and these are the lowest volume and the lowest speed facilities.	Alder Street Juniper Street 10th Avenue

State Highways

There are three state-owned facilities that run within the City of Milton's boundaries. These include the following:

- Interstate 5 is a limited-access highway connecting major centers.
- SR 99 (Pacific Highway E) runs along the west side of the City
- SR 161 (Meridian Avenue E) runs north-south along the east side of the City.

SR 99 and I-5 are classified by the State as Highways of Statewide Significance. SR 161 (Meridian Avenue E) is classified by the Puget Sound Regional Council (PSRC) as a Highway of Regional Significance. For SR 99 and I-5, WSDOT has set a LOS D standard, and for SR 161, PSRC - in consultation with WSDOT - has set a LOS D standard.

Roadway Characteristics

Within the City, the highest volume streets are principal arterials such as Pacific Highway E and Meridian Avenue E. These corridors serve both local and regional needs and have average weekday traffic volumes greater than 15,000 vehicles. Other high volume corridors include the minor arterials, such as Milton Way, that feed the principal arterials or provide connections to adjacent cities. Table 2 summarizes the characteristics of the major streets in Milton. The table lists the functional classification, number and width of the lanes, as well as descriptions of the road's shoulder treatment, speed limit and average weekday traffic volumes.

Table 2. Inventory of Major Streets

Street Name	Section	Functional Classification	# of Lanes	Lane Width (ft)	Shoulder Treatment	Speed Limit	Daily Traffic
Pacific Highway E (SR 99)	70th Ave E to King/Pierce County Line	Principal	4 or 5	12	Paved	45	19,000
Meridian Ave E (SR 161)	36th Street to Meridian Ave E	Principal	2 or 3	12	Sidewalk / Paved	40	24,000
Milton Way	20th Street to Meridian Ave E	Minor	2 or 3	12	Sidewalk / Paved	35	11,000
Military Road	Meridian Ave E to City Limits	Minor	2	12	Minimal / Paved	35	8,000
Porter Way	Pacific Hwy E to 5th Avenue	Minor	2	12	Minimal / Paved	35	4,600
Emerald Street	11th Ave to 23rd Avenue	Collector	2	11	Minimal / Gravel	25	900
11th Avenue	Emerald Street to Oak Street	Collector	2	11	None	25	750
15th Avenue	Alder Street to Yuma Street	Collector	2	12	Some Paved East Shoulder, Other Minimal Gravel	25	650
19th Avenue	Alder Street to Milton Way	Collector	2	11	Minimal Gravel	25	2,100
23rd Avenue	Alder Street to Taylor Street	Collector	2	8-11	Sidewalk / None	25	1,000
27th Avenue	Alder Street to Milton Way	Collector	2	8-10	None	25	1,800

Existing Operations

Traffic operations are typically analyzed during the busiest hour of the street system, when traffic volumes are at peak levels. In Milton, the PM peak hour of traffic operations corresponds with the evening commute, which typically falls between 4:00 and 6:00 in the afternoon.

The analysis evaluates the PM peak hour traffic operations using intersection level of service (LOS), which is a measure of the average delay experienced by vehicles traveling through an intersection. Table 3 defines the level of standards for intersections. The City of Milton has adopted a standard of LOS D or better for evaluating its transportation system. Intersections that fail to meet the standard are considered deficient and require improvements or modifications to meet the standard.

Table 3. Intersection Level of Service Definitions

LOS	Signalized Intersection	Unsignalized Intersection	Definitions
A	≤10 seconds	≤10 seconds	Free-flow conditions with minimal delays at intersection.
B	10–20 seconds	10–15 seconds	Stable operating conditions with minor delays at intersection.
C	20–35 seconds	15–25 seconds	Stable operating conditions with moderate delays at intersections.
D	35–55 seconds	25–35 seconds	Stable traffic flow with increased delays at intersections.
E	55–80 seconds	35–50 seconds	Near capacity with longer delays at intersections.
F	≥80 seconds	≥50 seconds	Over capacity with long delays at intersections.

The analysis shows that during the PM peak hour, all intersections operate at LOS D or better for existing conditions. The existing traffic analysis includes the completion of the Meridian Avenue E widening and traffic signals at Emerald Street and Taylor Street. Table 4 and Map T-2 summarize the existing LOS at key intersections within Milton.

Table 4. Intersection Level of Service – Existing PM Peak Hour Conditions

North/South Street	East/West Street	Traffic Control	Existing LOS
70th Avenue E	Pacific Highway E	Signal	C
Pacific Highway E (SR 99)	Porter Way	Signal	C
5th Avenue	Porter Way	Stop-Controlled	C
Porter Way	Kent Street	Stop-Controlled	B
Porter Way	Fife Way	Stop-Controlled	B
Milton Way	20th Street E	Signal	C
Milton Way	Fife Way	Stop-Controlled	C
Porter Way	Milton Way	Signal	C
11th Avenue	Milton Way	Stop-Controlled	C
15th Avenue	Milton Way	Stop-Controlled	C
15th Avenue	Taylor Street	Stop-Controlled	B
19th Avenue	Emerald Street	All-Way Stop	A
19th Avenue	Milton Way	Signal	B
23rd Avenue	Emerald Street	All-Way Stop	A
23rd Avenue	Milton Way	Signal	B
23rd Avenue	Taylor Street	Stop-Controlled	B
27th Avenue	Alder Street	Stop-Controlled	A
27th Avenue	Milton Way	Signal	C
28th Avenue	Meridian Avenue E	Signal	B
28th Avenue	Alder Street	Stop-Controlled	A
28th Avenue	Milton Way	Signal	B
Meridian Avenue E (SR 161)	Military Road S	Signal	B
Meridian Avenue E (SR 161)	Emerald Street	Signal	C
Meridian Avenue E (SR 161)	Jovita Boulevard	Stop-Controlled	B
Meridian Avenue E (SR 161)	Milton Way	Signal	C
Meridian Avenue E (SR 161)	Taylor Street	Signal	A

While the analysis focused on the PM peak hour, congestion can occur during other times of day. During the AM peak hour, the intersection of Pacific Highway E/Porter Way experiences long delays associated with westbound queuing.

Transit Service

Pierce Transit provides a variety of transit services that connect Milton to nearby communities and regional destinations. Map T-3 shows the transit services in Milton, which include:

Route 501 runs along Milton Way connecting the City of Milton to the Commerce Street Transit Center in Downtown Tacoma, Tacoma Dome Station, City of Fife, and Federal Way Transit Center. Service is provided hourly on weekdays and is limited to a few morning and evening runs on weekends.

Route 402 runs along Meridian Avenue E from 171st Street E in Puyallup to the Federal Way transit center. Route 402 provides service once an hour from early morning until late evening, in both north and southbound directions. This route connects between Milton and the Puyallup Sounder Commuter Rail Station.

Route 500 travels along Pacific Highway E at the western edge of the City, providing transit service from downtown Tacoma to the SeaTac Mall in Federal Way. This route runs approximately every 30 minutes, from early morning until late evening in both north and southbound directions

The City of Milton's planning area does not have any designated park and ride lots. The nearest park and ride lots are located at the Tacoma Dome Station and at the South Federal Way Park and Ride lot.

In addition, Pierce Transit provides paratransit service for those with special physical needs as a dial-a-ride program for destinations within three-quarters of a mile of regular routes. The service requires pre-certification of a disability to be eligible.

Freight Network

The City has designated Milton Way as a truck route from 20th Street E to Meridian Avenue E. Pacific Highway E and Meridian Avenue E serve as Milton's north-south freight corridors. Trucks also use arterial roadways that connect to industrial and commercial areas.

WSDOT classifies streets based on the tonnage of freight carried annually from T1 to T5. According to the WSDOT 2013 *Freight and Goods Transportation System* report, Pacific Highway E is classified as a T-2 roadway (4 million to 10 million annual tons). Meridian Avenue S, Porter Way (north of Milton Way) and Milton Way (west of Porter Way) are classified as T-3 roadways (300,000 to 4 million annual tons). Milton Way (east of Porter Way) is classified as a T-4 roadway (100,000 to 300,000 annual tons). The City designs these streets to meet the expected levels of freight traffic.

Existing Non-Motorized Transportation

Non-motorized transportation is most commonly defined by the bicycle and pedestrian network, but can consider the needs of equestrians, wheelchairs, strollers, and other non-motorized users. Most facilities are located within the roadway right-of-way, but can also include separated trails, pathways and other facilities.

Pedestrian Network

The City of Milton roadway network has developed over time, resulting in a variety of pedestrian facilities. In the older neighborhoods of the city, pedestrians walk on the shoulder or even share the travel way with vehicle traffic. In newer residential areas, there are often stretches of sidewalk as a result of frontage improvements installed as part of a housing or commercial development. Sidewalks and crosswalks are most often found in the city's commercial areas, and near parks, community facilities and schools. The Interurban Trail runs through the west and north sections of the city and provides a connection between neighborhood areas and will become part of the regional non-motorized trail system.

Map T-4 shows the location of pedestrian sidewalks and walkways.

Bicycle Network

The City of Milton's Interurban Trail provides a multi-use trail through the city, connecting Milton's neighborhoods together and improving connections to Fife and Edgewood. Throughout Milton, bicyclists today share the roadway with vehicle traffic, favoring lower volume streets to connect between destinations.

King County and Pierce County have developed regional non-motorized maps to encourage bicycle activity and use. The *King County Bike Map* (2010) identifies the type of bicycle facility, ranging from regional trails to shared roadways. Similarly, the *Pierce County Bike Map* (2013) provides information about potential routes for bicycling within Pierce County. These maps provide information about commonly used routes that connect between communities and destinations.

These regional maps, the existing and planned bicycle facilities for the cities of Edgewood, Fife and Federal Way, and the location of bicycle destinations (schools, trails, parks and retail areas) were used as inputs into the planning for bicycle travel in the City of Milton.

5. Future Conditions Analysis (2035)

This section identifies the future transportation needs for the City of Milton in order to accommodate increased travel demands resulting from population and employment growth, retail development and regional traffic. The analysis provides a forecast of 2035 traffic growth, characterizes future traffic operations, identifies non-motorized needs, and recommends a list of transportation system improvements.

Population, Households and Employment Changes

The City's future transportation system will be affected by population and employment growth, both at the local and regional level.

The City of Milton has a role in the regional growth strategy identified by the Puget Sound Regional Council (PSRC) to accommodate its share of growth as envisioned in the PSRC's *VISION 2040 Regional Growth Strategy*. Table 5 shows the 2014 and 2035 population, housing and employment forecasts used in the transportation analysis:

Table 5. 2014 and 2035 Population, Households and Employment

Category	2014	2035
Population	7,265	8,884
Households	3,299	3,605
Employment	2,413	3,312

Source: Puget Sound Regional Council

Planned Regional Projects

Forecasted region-wide population and employment growth will increase traffic volumes throughout the region. The City has worked with the Washington State Department of Transportation (WSDOT), Sound Transit, Pierce County, King County and adjacent cities to plan for future regional improvements to the transportation system. The analysis of the future transportation system assumes the development of the regional transportation network.

SR 167 Extension – WSDOT plans to extend SR 167 from the City of Sumner to SR 509 near the Port of Tacoma. The SR 167 Extension would include new interchanges at Valley Avenue E/Freeman Road E, I-5 (near 70th Avenue E), and a half interchange at 54th Avenue E (south of 4th Street E). This project is expected to improve congestion and to reduce cut-through and truck traffic from Milton's roadways.

Meridian Avenue E (SR 161) Widening – The second phase of the WSDOT-planned improvements would widen and improve Meridian Avenue E between 24th Street E and 36th Street E, providing additional capacity along the corridor.

Interstate 5 HOV Lanes – WSDOT plans to extend the high occupancy vehicles (HOV) lanes from Port of Tacoma Road to SR 16, creating an additional lane in each direction to efficiently move transit, carpools and vanpools through the corridor.

Link Light Rail Extension – Sound Transit plans to extend light rail between the City of SeaTac and the City of Tacoma. The current light rail alignment is planned along either SR 99 or Interstate 5.

2035 Transportation Forecast

The 2035 traffic forecasts were developed using current and future land use projections. The forecasting analysis was based on the following:

- City's buildable lands estimates;
- Land use and zoning;
- Regional growth forecasts;
- Roadway improvements; and
- Vision for the Uptown District, Town Center, West Milton Commercial District, and the Quarry Site.

The results of this analysis found that PM peak hour traffic growth on the City's arterial roadways is forecast to increase between 20 percent and 45 percent between 2014 and 2035. The greatest levels of traffic growth are anticipated on arterial streets, such as Meridian Avenue E and Pacific Highway E.

Traffic Operations

The future year analysis assessed 2035 traffic operations by calculating the level of service at each of the study intersections. The 2035 results assume the forecasted growth in land use and traffic volumes and includes regionally-planned transportation improvements likely to be completed by 2035. Table 6 and Map T-5 show the Baseline 2035 PM peak hour LOS for the 26 study intersections within the city, assuming no improvements to the Milton street system. Three of the study intersections are forecast to operate below the City's LOS D standard:

- 5th Avenue and Porter Way (LOS F)
- 11th Avenue and Milton Way (LOS E)
- 15th Avenue and Milton Way (LOS E)

In addition, the City has identified the need to address intersection operations at Pacific Highway E/Porter Way during the AM peak hour, where a lack of capacity results in poor operations and extensive vehicle queues.

Table 6. Intersection Level of Service – Future 2035 Baseline Conditions PM Peak Hour

North/South Street	East/West Street	Traffic Control	Existing LOS	2035 LOS
70th Avenue E	Pacific Highway E	Signal	C	D
Pacific Highway E	Porter Way	Signal	C	D
5th Avenue	Porter Way	Stop-Controlled	C	F
Porter Way	Kent Street	Stop-Controlled	B	B
Porter Way	Fife Way	Stop-Controlled	B	C
Milton Way	20th Street E	Signal	C	D
Milton Way	Fife Way	Stop-Controlled	C	C
Porter Way	Milton Way	Signal	C	C
11th Avenue	Milton Way	Stop-Controlled	C	E
15th Avenue	Milton Way	Stop-Controlled	C	E
15th Avenue	Taylor Street	Stop-Controlled	B	B
19th Avenue	Emerald Street	All-Way Stop	A	A
19th Avenue	Milton Way	Signal	B	B
23rd Avenue	Emerald Street	All-Way Stop	A	A
23rd Avenue	Milton Way	Signal	B	B
23rd Avenue	Taylor Street	Stop-Controlled	B	B
27th Avenue	Alder Street	Stop-Controlled	A	B
27th Avenue	Milton Way	Signal	C	D
28th Avenue	Meridian Avenue E	Signal	B	C
28th Avenue	Alder Street	Stop-Controlled	A	B
28th Avenue	Milton Way	Signal	B	C
Meridian Avenue E	Military Road S	Signal	B	C
Meridian Avenue E	Emerald Street	Signal	C	D
Meridian Avenue E	Jovita Boulevard	Stop-Controlled	B	C
Meridian Avenue E	Milton Way	Signal	C	D
Meridian Avenue E	Taylor Street	Signal	A	B

Street Maintenance

One of the primary responsibilities of the City is to maintain and improve existing streets in order to prevent degradation. The City has established a pavement management system to monitor the condition of the roadway system and to identify priority of locations where roadway maintenance and restoration is necessary. These deficiencies are prioritized and repairs are funded as part of the City's Six-Year Transportation Improvement Program (TIP). The 2014-2019 TIP allocated approximately \$1.6 million for roadway restoration projects over the six-year funding period.

Transit Needs

As described previously, Pierce Transit Routes 402, 500 and 501 connect Milton to the Federal Way, Puyallup, and Tacoma transit centers that have access to regional connections such as Sounder Commuter Rail, Sound Transit light rail, and the King County Metro system. Residents within walking distance to Pacific Highway E (Route 500), Milton Way (Route 501) or Meridian Avenue E (Route 402) can connect to these regional services.

Meeting future transit needs for Milton's residents will require maintaining and expanding existing transit services, developing potential park and ride locations, and improving bicycle and pedestrian access to transit. The City will continue to support transit by developing connections to transit, and working with Pierce Transit

to locate bus stops, shelters and turnouts. In addition, the City will continue to advocate for additional transit services and routes to the underserved areas of the community.

Non-Motorized Network

A non-motorized network that promotes connectivity between parks, neighborhoods, and public amenities will improve the quality of life for Milton residents. In addition to sidewalks and bike lanes, non-motorized facilities include a variety of options that can improve bicycle and pedestrian mobility, such as developing shoulder areas to allow pedestrian activity or widening pavement widths to supporting a designated bike route. Applying the correct type of facility often requires understanding the expectation of users, available right-of-way, volumes of vehicle traffic, character of the street and adjacent land uses, and the presence of existing facilities. The envisioned non-motorized network emphasizes the connections between schools, parks, business areas, transit, and community centers. In addition, the network supports the creation of new access points to the Interurban Trail, which will allow the trail to serve as a circulation element for the city. Pedestrian improvements, such as sidewalks, are expected to occur throughout the city as part of development and redevelopment of land, and as part of major street improvement projects. Bicycle facilities will be focused on streets identified as bicycle corridors. Map T-3 shows the recommended bicycle network for the City of Milton.

Intersection Crosswalks

A marked crosswalk has three primary functions:

- To create reasonable expectations where pedestrians may cross a roadway.
- To improve predictability of pedestrian actions and movement.
- To channelize pedestrians to designated crossing locations (often selected for their optimal sight distance and shortest crossing distance).

The City desires improving the crossing at key locations where traffic signals do not exist by adding signage and crossing beacons to notify drivers of pedestrian and bicycle activity at the crossing. Other potential treatments may include raised crosswalks, different paving materials and other improvements appropriate to the specific needs of the crossing location. Recommended crossing locations are included in the recommended improvements section.

6. Recommended Improvements

The recommended transportation improvements include projects identified in the City's Six-Year Transportation Improvement Program (TIP) 2014-2019, projects that support the City of Milton's Community Vision, and additional projects identified by the existing and future conditions analysis. The projects include \$77,270,000 in improvements to roadways, intersections, and bicycle and pedestrian facilities. Map T-7 identifies the recommended transportation projects for the next 20 years. Table 7 provides a map identification, describes the location and details for each of the projects, and estimates the project cost. The table is divided into three categories of project types:

Road Projects – Roadway projects are those that improve the safety, capacity, operations, connectivity or circulation of the roadways. Also included is the maintenance and reconstruction of existing roadway segments to ensure that the city's current street system is maintained.

Intersection Projects – These projects improve safety and correct operational deficiencies of the transportation system that occur at intersections. These projects provide relief to vehicle congestion and can provide benefits to non-motorized users.

Non-Motorized Projects – The listed projects include sidewalks, new trail connections, crosswalk improvements and bicycle facilities. Some projects will complete missing segments of walking routes, while others will begin to build a city-wide non-motorized network that will connect residential areas to schools, trails and parks. Included are regional projects, which will connect the Milton segment of the Interurban Trail across Meridian Avenue E and Military Road to the Edgewood portion of the trail.

Table 7. Recommended Transportation Improvements 2015-2035

Map ID	Location	Project Description	Cost Estimate (in \$1,000s)
Roadway Projects			
R-1	5th Avenue Improvements - Porter Way to S 376th Street	Road rebuild, realignment, widening and install bridge over Hylebos Creek. Install signal at 5th Avenue/Porter Way intersection.	\$10,000
R-2	28th Avenue - Birch Street to Alder Street	28th Avenue Extension to Alder Street.	\$1,100
R-3	Taylor Street - Milton Way to Meridian Avenue E	Widen road to standards, include non-motorized facilities.	\$10,100
R-4	Pacific Highway E (SR 99) - Porter Way to northern City Limits	Widen road to 5-lane boulevard with sidewalks consistent with West Milton Commercial District vision.	\$12,700
R-5	Priority Overlay	Pavement overlay and maintenance at high-priority locations.	\$1,575
Intersection Projects			
I-6	Milton Way/28th Avenue	Intersection modifications to improve safety and operations.	\$230
I-7	Meridian Avenue E (SR 161)/28th Avenue	Realign intersection and signal modification.	\$500
I-8	Milton Way - 23rd Avenue to Meridian Avenue E (SR 161)	Interconnect signals along Milton Way to improve traffic flow.	\$30
I-9	Porter Way/Pacific Highway E	Extend westbound right turn lane for morning peak traffic.	\$1,300
Non-Motorized Projects			
NM-10	Milton Way - 17th Avenue	Pedestrian facility on the north side of the street.	\$668

Map ID	Location	Project Description	Cost Estimate (in \$1,000s)
	to 22nd Avenue		
NM-11	Oak Street - 11th Avenue to 19 th Avenue	Non-motorized facilities to connect Milton Community Park to schools.	\$2,800
NM-12	Maine Street – 15 th Avenue to 17 th Avenue	Non-motorized facilities to connect Milton Way/15 th Avenue to schools.	\$800
NM-13	19th Avenue - Milton Way to Alder Street	Non-motorized facilities to connect neighborhood with schools and Milton Way.	\$3,800
NM-14	Juniper Street - 11th Avenue to 17 th Avenue/Milton Way	Pedestrian facility to connect neighborhood with Milton Way and schools.	\$2,500
NM-15	28th Avenue - Alder Street to S 380th Street	Pedestrian facility/bicycle climbing lane along west side of street.	\$2,400
NM-16	Interurban Trail Connections - Alder Street and Emerald Street	Connections to Interurban Trail at Emerald Street and at Alder Street.	\$2,000
NM-17	Alder Street - 27th Avenue to 28th Avenue	Complete sidewalks on the north side of the street.	\$85
NM-18	Milton Way - 20th Street E to Porter Way	Curb, gutter and sidewalks.	\$3,150
NM-19	Porter Way - 5th Avenue to Kent Street	Non-motorized facility along west side of the street.	\$324
NM-20	23rd Avenue - Emerald Street to Alder Street	Pedestrian facility.	\$100
NM-21	Emerald Street- 27th Avenue to 28th Avenue	Easement for non-motorized connection between 27th Avenue and 28th Avenue.	\$54
NM-22	Milton/Fife - Pedestrian Connection Partnership	Construct pedestrian improvements along Milton Way and 20th Street E to Fife High School. Partner with City of Fife.	\$4,000
NM-23	Pedestrian Crossings Improvements - 5 locations	Improve crossing safety and visibility with rectangular beacon signs, raised crosswalks or other appropriate treatments.	\$100
NM-24	Milton Way - 28th Avenue to Meridian Avenue E (SR 161)	Street improvements consistent with Uptown Vision.	\$580
NM-25	Interurban Trail Triangle	Build trail segment between S 380th Street and existing trail at Military Road.	\$1,043
NM-26	Interurban Trail – Meridian Avenue E (SR 161) crossing	Construct undercrossing of Meridian Avenue E with trail connections on each side.	\$1,761
NM-27	Emerald Street - Interurban Trail to 27th Avenue	Develop bike route.	\$7,200
NM-28	Kent Street - Porter Way to Interurban Trail	Pedestrian facility /uphill bicycle climbing lane.	\$660
NM-29	11th Avenue - Emerald Street to Milton Way	Non-motorized facilities.	\$3,100
NM-30	Kent Street - Interurban Trail to 10th Avenue	Develop bike route.	\$1,700
NM-31	Porter Way – Pacific Highway E (SR 99) to I-5 bridge	Construct sidewalk on north side of the street.	\$910
Total Project Costs			\$77,270

Traffic Operations – with Recommended Improvements

The recommended transportation improvements address the key operational deficiencies forecasted for 2035. Improvements include new signals, extending turn lanes, street widening, changes to signal timing, and other improvements designed to improve the flow of traffic within and through Milton. With the recommended improvements, all but two of the 26 study intersections are forecasted to meet the City's LOS D standard. The two unsignalized intersections at 11th Avenue/Milton Way and 15th Avenue/Milton Way are forecasted to have stop-controlled movements that will operate at LOS E during the 2035 PM peak hour. The forecasted volumes on these north and south approaches were too low to justify an improvement. Therefore, the analysis recommends future monitoring of these locations.

Table 8 shows the forecasted 2035 PM peak hour LOS for the Baseline Improvements and the Recommended Improvements. With the planned improvements, the transportation system will continue to meet the mobility needs of the citizens and businesses of Milton.

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Table 8. Intersection Level of Service – Future 2035 PM Peak Hour with Baseline Improvements and Recommended Improvements

North/South Street	East/West Street	2035 LOS with Baseline Improvements	2035 LOS with Recommended Improvements	Improvement/Action
70th Avenue E	Pacific Highway E	D	D	
Pacific Highway E (SR 99)	Porter Way	D	D	Extend westbound right turn lane for morning peak traffic.
5th Avenue	Porter Way	F	A	Install traffic signal.
Porter Way	Kent Street	B	B	
Porter Way	Fife Way	C	C	
Milton Way	20th Street E	D	D	
Milton Way	Fife Way	C	C	
Porter Way	Milton Way	C	C	
11th Avenue	Milton Way	E	E	Low approach volumes - monitor
15th Avenue	Milton Way	E	E	Low approach volumes - monitor
15th Avenue	Taylor Street	B	B	
19th Avenue	Emerald Street	A	A	
19th Avenue	Milton Way	B	B	
23rd Avenue	Emerald Street	A	A	
23rd Avenue	Milton Way	B	B	
23rd Avenue	Taylor Street	B	B	
27th Avenue	Alder Street	B	B	
27th Avenue	Milton Way	D	A	Interconnect signals to improve traffic flow.
28th Avenue	Meridian Avenue E	C	C	
28th Avenue	Alder Street	B	B	
28th Avenue	Milton Way	C	C	
Meridian Avenue E (SR 161)	Military Road S	C	C	
Meridian Avenue E (SR 161)	Emerald Street	D	D	
Meridian Avenue E (SR 161)	Jovita Boulevard	C	C	
Meridian Avenue E (SR 161)	Milton Way	E	D	Interconnect signals to improve traffic flow.
Meridian Avenue E (SR 161)	Taylor Street	B	B	

7. FUNDING

The funding for transportation improvements in the city comes from a variety of local, state, federal and private sources. The amount of available funds from these sources depends on the state of the economy, level of development activity, success in obtaining grant funding, and the development of new taxes and fees. The plan also relies on the forecasted population and employment growth within the community as a portion of the transportation element recommendations rely on frontage improvements and mitigation measures from new development.

Local Funding

The City of Milton has relied on motor vehicle gas tax revenues (\$147,000 in 2014), real estate excise tax (\$95,000 in 2014), and general fund transfers (\$260,000 in 2014) to fund its local transportation projects. In addition, the City's traffic impact fee program contributes revenue to transportation improvements. Over the last few years, traffic impact fees contributed only small amounts of revenue, but with increased development, this source of transportation revenue will likely increase. Combined, the City anticipates approximately \$400,000 to \$900,000 in annual revenues available for transportation funding.

Improvements to Occur with Development or Redevelopment

New development or redevelopment will be required to construct portions of the Recommended Transportation Improvements, as part of their frontage improvements or as off-site transportation mitigation. For example, the 5th Avenue Improvements (Project R-1) is planned to be primarily constructed by the developer of the Quarry Site. Also, the majority of the 28th Avenue Extension (R-2), Taylor Street (R-3), and Pacific Highway E (R-4) will also be constructed as frontage improvements when properties along these projects are developed or redeveloped.

Assessment of Funding Capability

The City will depend on successful pursuit of grants and developer contributions to complete its 20-year transportation plan. The City has recently been successful in obtaining between \$800,000 and \$6 million in annual grants to fund its capital improvement program.

The combination of existing revenues, contributions from new development, and federal and state grant funds, will provide the City with the sufficient revenue to maintain and improve its transportation system over the next twenty years. The City will be able to accomplish the following:

- Maintain the City's arterial and residential street system;
- Maintain, improve and expand the City's pedestrian and bicycle systems; and
- Maintain and improve the transportation system to meet housing and employment growth.

8. IMPLEMENTATION

The following actions by the City of Milton will be necessary to effectively implement the transportation element:

Transportation System

- Work with new development to maintain intersection operations and City level of service standards.
- Monitor transportation system performance as part of the on-going updates to the City's Six-Year Transportation Improvement Program to assess how projections compare to actual conditions.

Planning Implementation

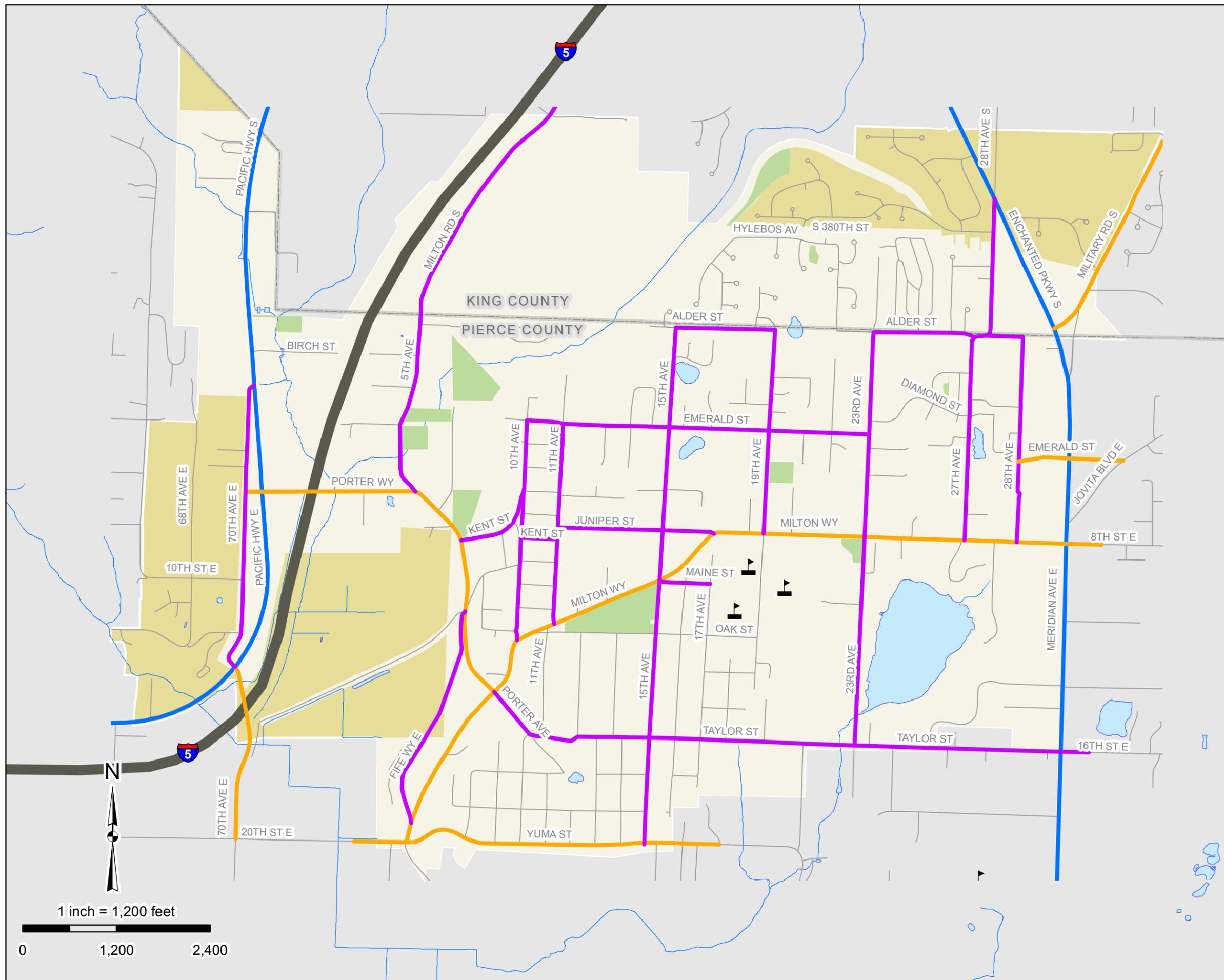
- Review and condition new development for easements and frontage improvements that support the non-motorized transportation network.
- Match the City's Street Sections standards to individual street segments, to provide a consistent vision for the street and to support the construction of bicycle and pedestrian facilities.
- Ensure that design standards comply with ADA requirements.
- Continue to involve the public in transportation planning and decisions.
- Develop policies, criteria and a process to determine when, and under what conditions, privately maintained roads in public rights of way or private roads should be accepted for public maintenance and improvement.

Financial Implementation Strategies

- Implement adopted Six-Year Transportation Improvement Program.
- Actively pursue outside funding sources to assist in paying for adopted transportation improvements and programs.
- Update the Transportation Impact Fee Program to reflect the revised list of transportation improvements and recent construction costs.

Transit Planning

- Work with Pierce Transit to provide routes that serve Milton residents.
- Explore with Pierce Transit how demand response service might support services.
- Work with Pierce Transit and other authorities to identify potential park and ride locations to better connect with regional transit routes.



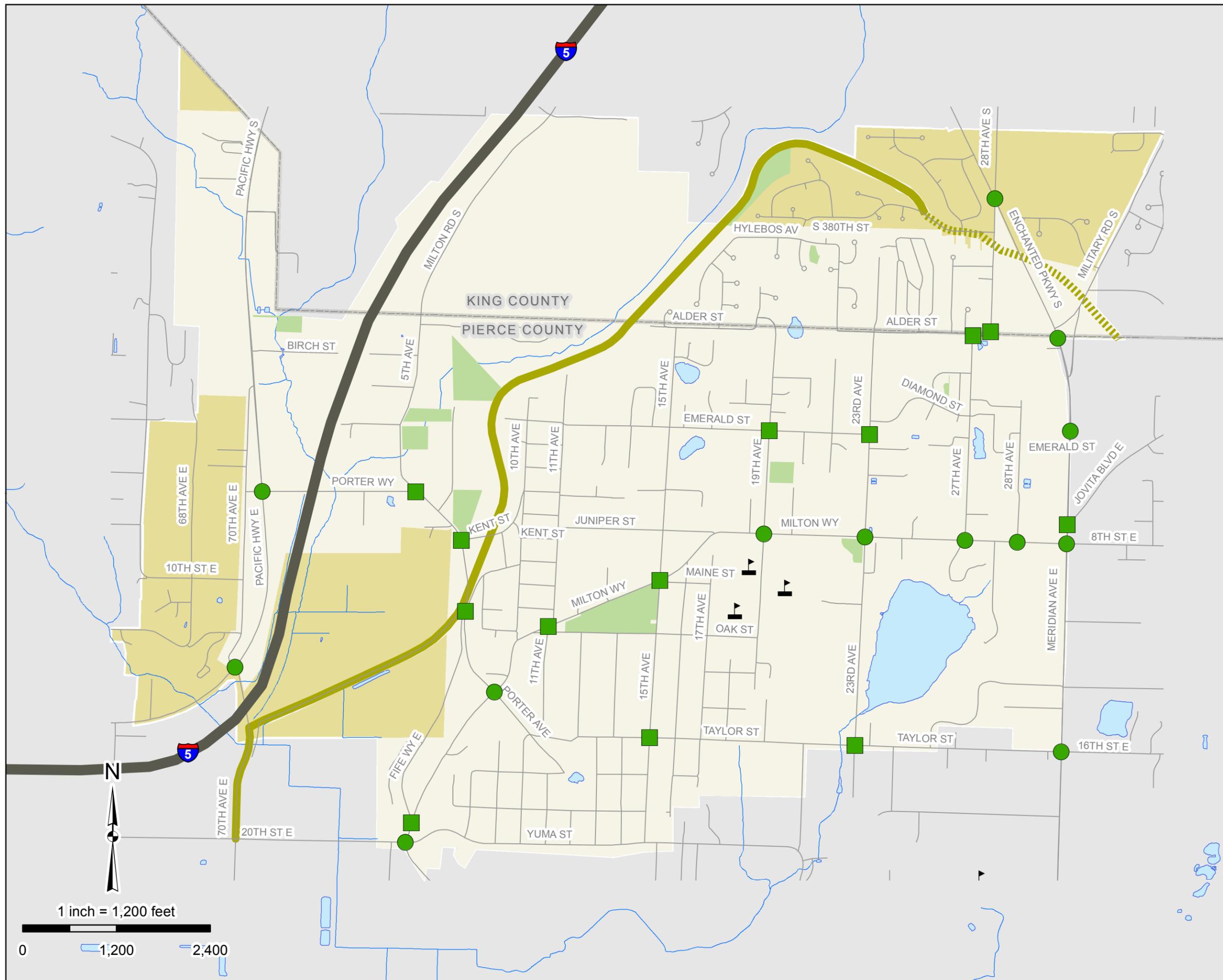
Legend:

- Principal Arterial
- Minor Arterial
- Collector Arterial
- Schools
- Local Street
- Parks
- Potential Annexation Area
- City Limits

CITY OF MILTON

MAP T-1: FUNCTIONAL STREET CLASSIFICATION





Legend:

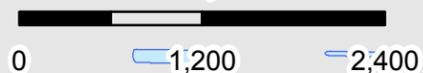
- Signal Control
- Stop Control
- LOS A-C
- LOS D
- LOS E
- LOS F
- ▲ Schools
- ▭ Interurban Trail
- ▭ Parks
- ▭ Potential Annexation Area
- ▭ City Limits

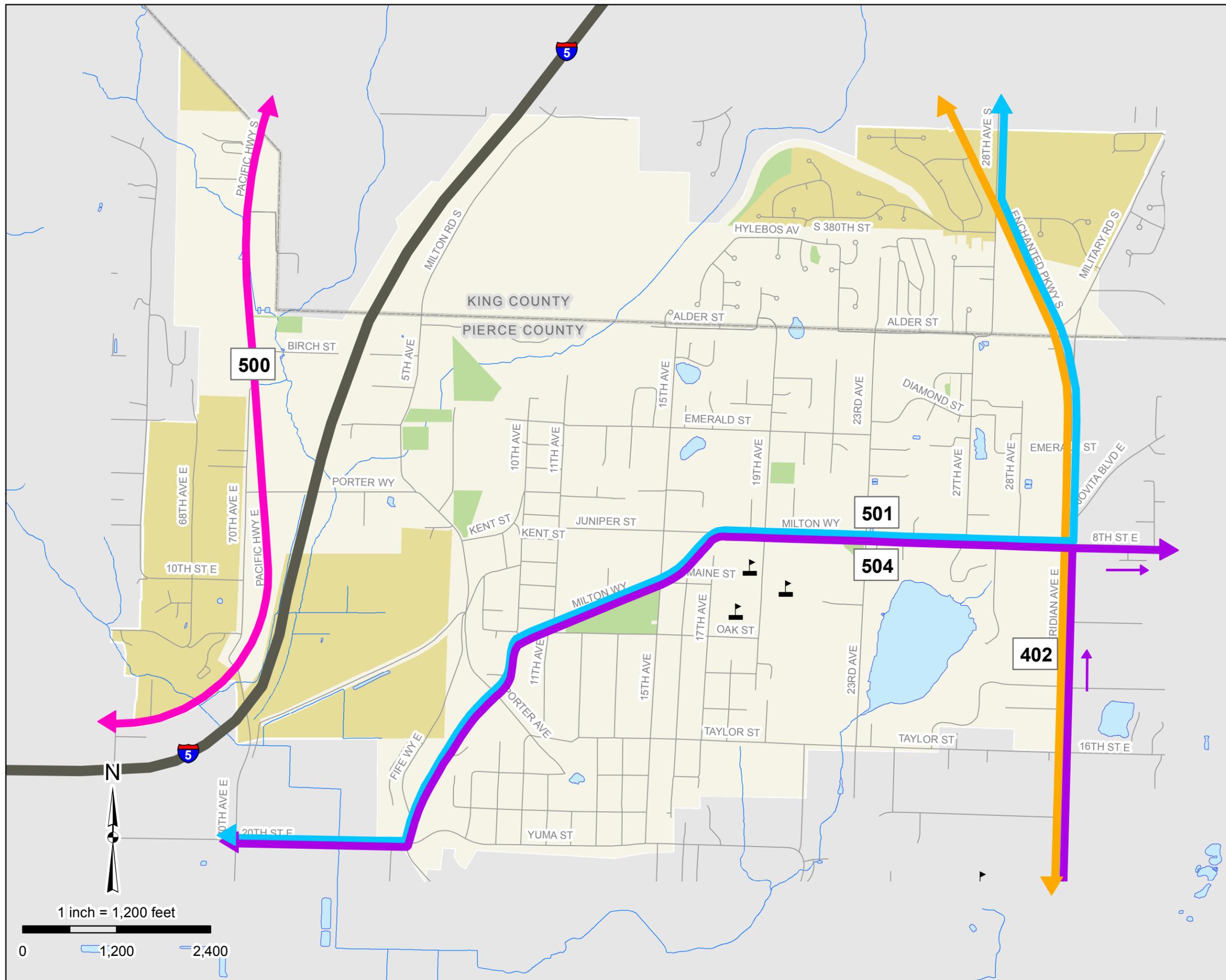
CITY OF MILTON

MAP T-2: EXISTING PM PEAK HOUR INTERSECTION OPERATIONS



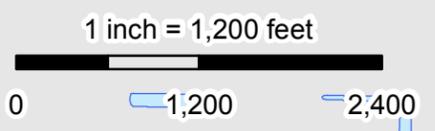
1 inch = 1,200 feet





- Legend:**
- 402: Meridian
 - 500: Tacoma - Federal Way
 - 501: Milton - Federal Way
 - 504: Milton - Edgewood
 - Schools
 - Parks
 - Potential Annexation Area
 - City Limits

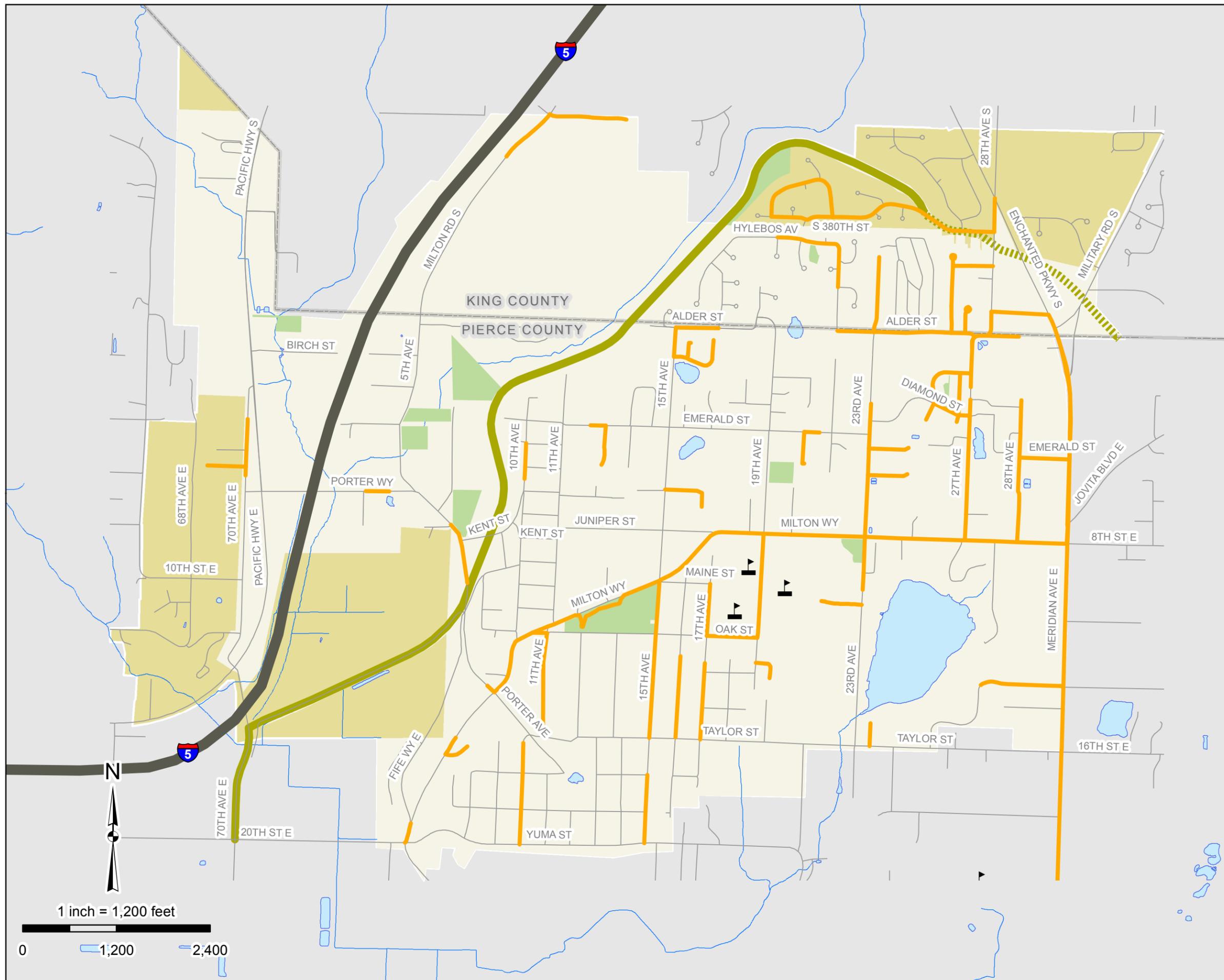
NOTE: Map reflects existing transit routes as of September 2014.



CITY OF MILTON

MAP T-3 EXISTING
TRANSIT SERVICE

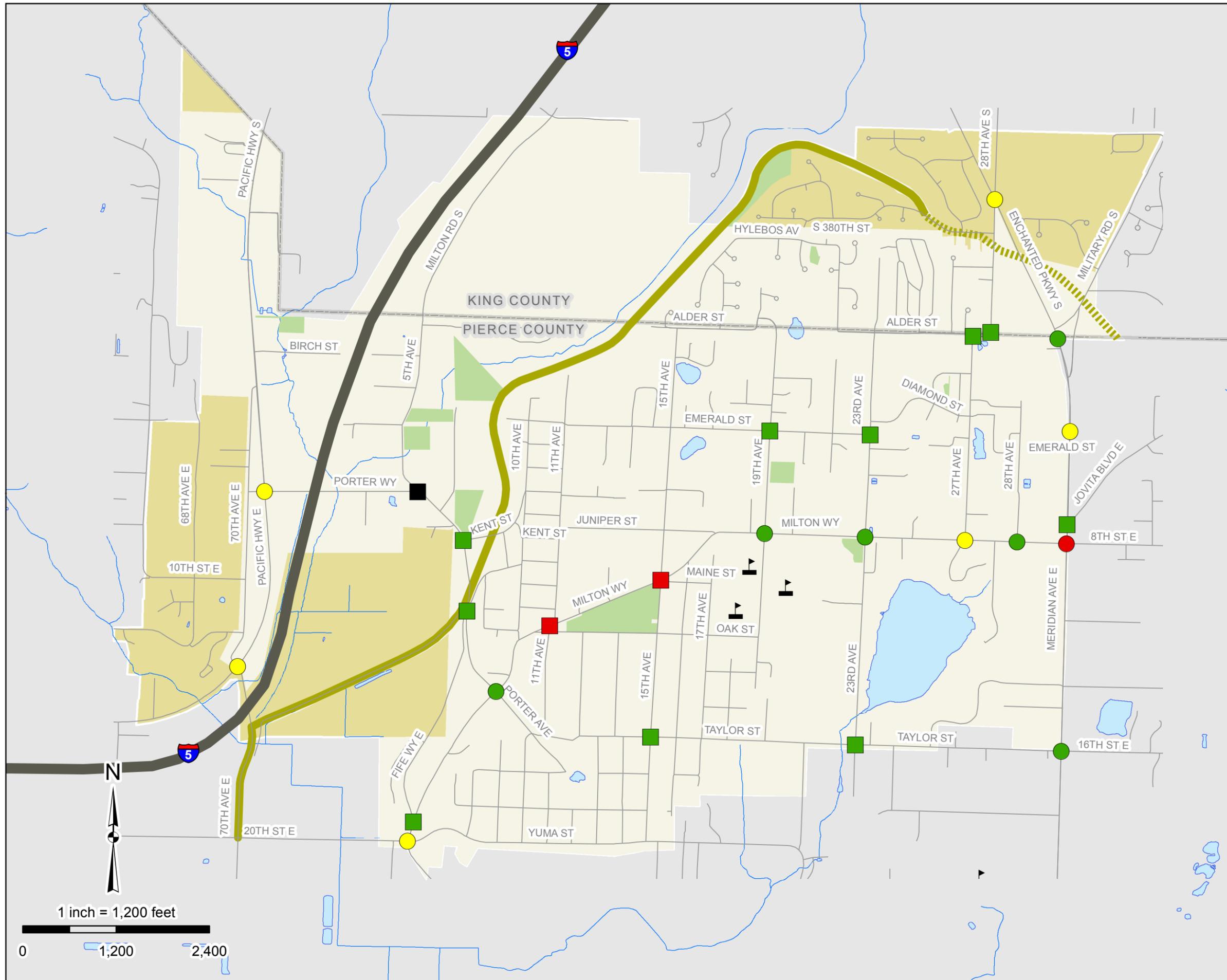
Gray & Osborne, Inc.
CONSULTING ENGINEERS



- Legend:**
- Sidewalks
 - Schools
 - Interurban Trail
 - Parks
 - Potential Annexation Area
 - City Limits

CITY OF MILTON
MAP T-4 EXISTING
PEDESTRIAN FACILITIES

Gray & Osborne, Inc.
CONSULTING ENGINEERS



Legend:

- Signal Control
- Stop Control
- LOS A-C
- LOS D
- LOS E
- LOS F
- 🚓 Schools
- Interurban Trail
- Parks
- Potential Annexation Area
- City Limits

CITY OF MILTON

MAP T-5: BASELINE FUTURE
(2035) PM PEAK HOUR
INTERSECTION OPERATIONS



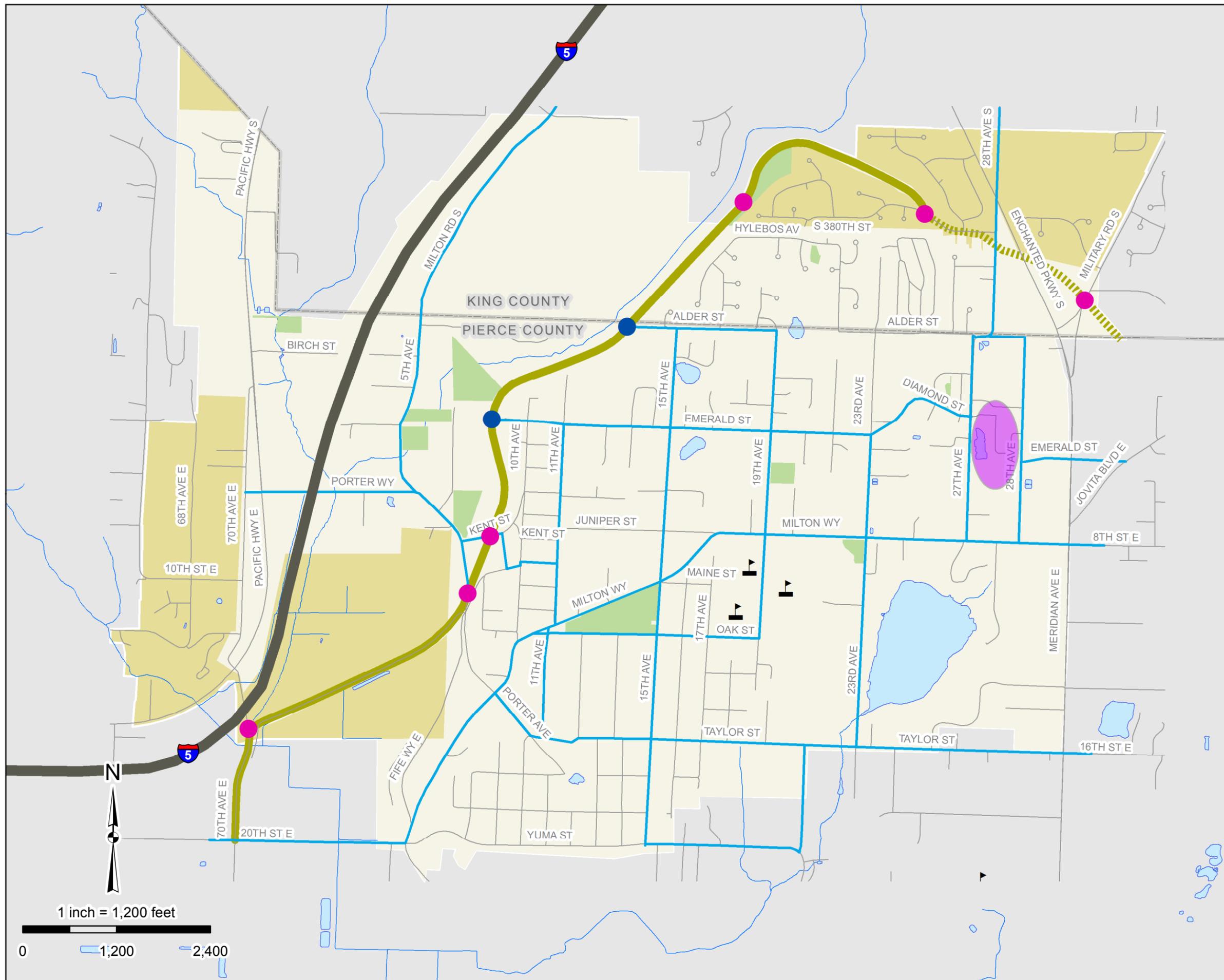
1 inch = 1,200 feet





Legend:

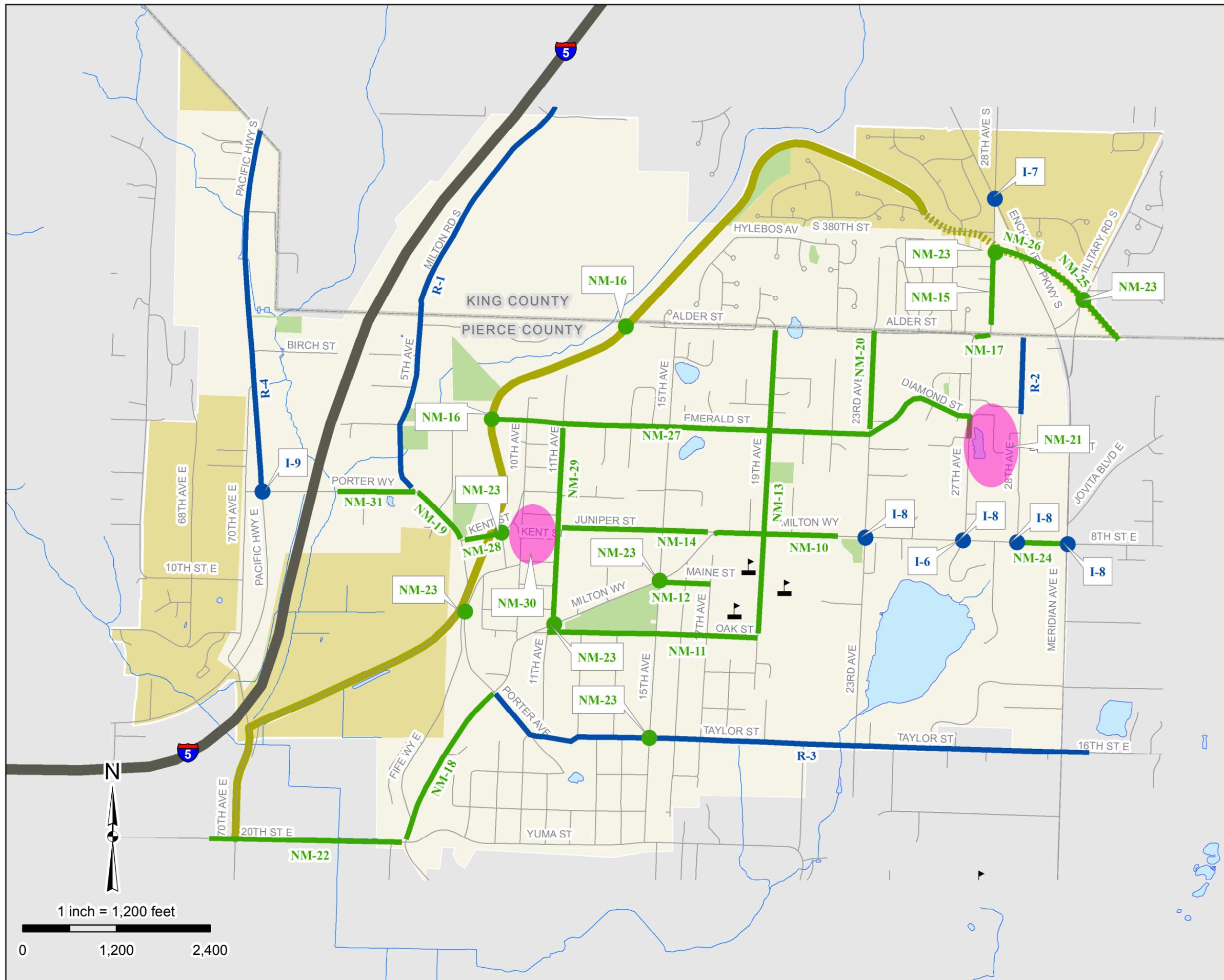
-  Bicycle Route
-  Future Non-Motorized Connection/Easement
-  Trail Access - Existing
-  Trail Access - Future
-  Schools
-  Interurban Trail
-  Parks
-  Potential Annexation Area
-  City Limits



CITY OF MILTON

MAP T-6 PLANNED
BICYCLE NETWORK





Legend:

- Intersection Projects
- Non-Motorized Intersection Projects
- Non-Motorized Project
- Roadway Project
- Project Location To Be Determined
- Schools
- Interurban Trail
- Parks
- Potential Annexation Area
- City Limits

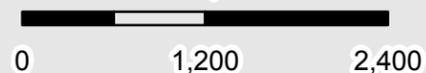
Note: This map correlates to Table 6 of the Transportation Element.

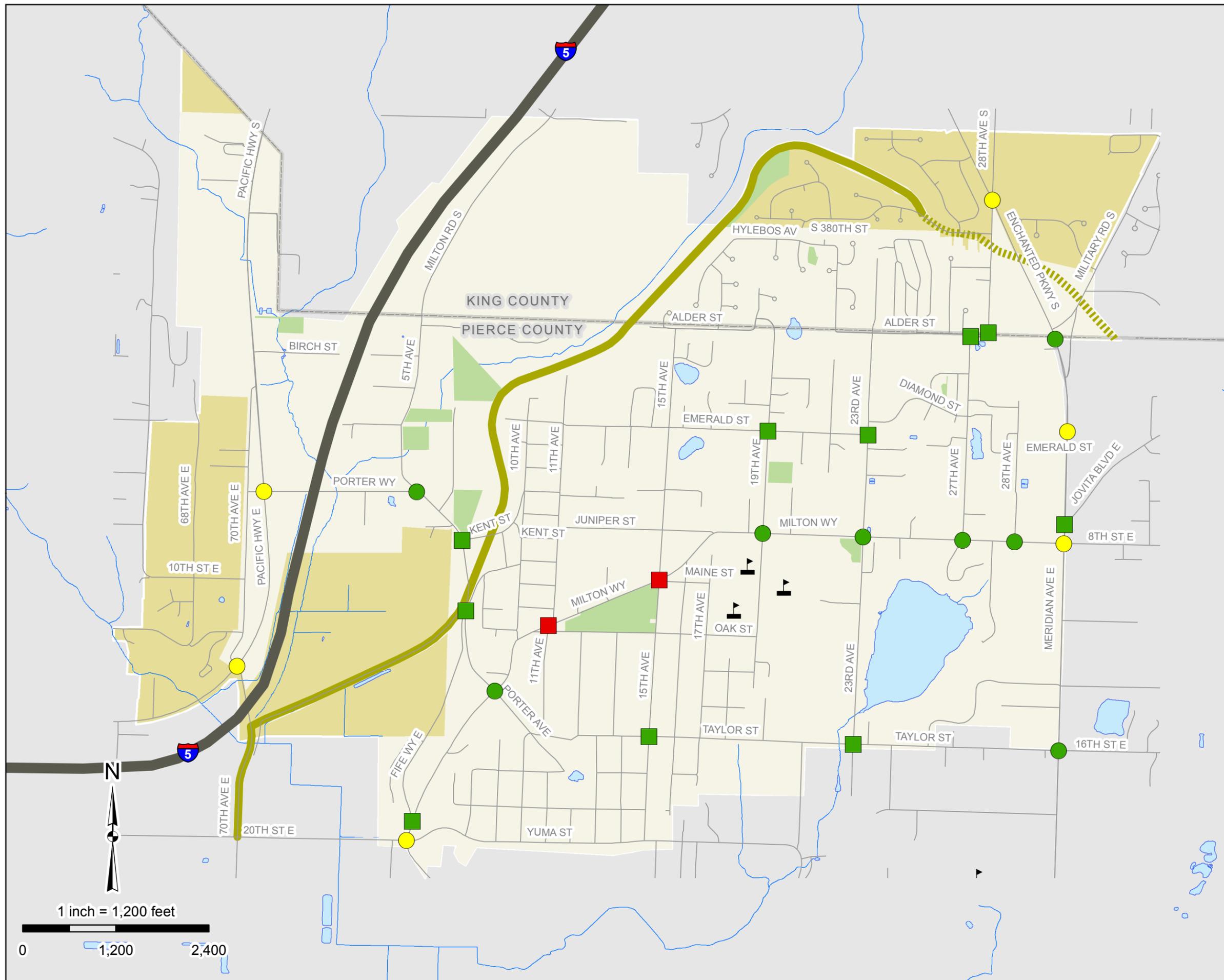
CITY OF MILTON

MAP T-7: RECOMMENDED IMPROVEMENTS



1 inch = 1,200 feet





Legend:

- Signal Control
- Stop Control
- LOS A-C
- LOS D
- LOS E
- LOS F
- 🚓 Schools
- Interurban Trail
- Parks
- Potential Annexation Area
- City Limits

CITY OF MILTON

MAP T-8: 2035 PM PEAK HOUR
INTERSECTION OPERATIONS
WITH IMPROVEMENTS



1 inch = 1,200 feet



Element 05 – Parks, Recreation and Open Space

Table of Contents

1. Introduction
2. Major Issues, Concerns, and Citizen Input
3. Parks, Recreation and Open Space Goals & Policies
4. Analysis
 - Background and Inventory
 - Recommended Level Service Standards
 - Needs Assessment

List of Tables:

Table 1 – Parks, Recreation and Open Space Inventory

Table 2 – Parks Recommended Level of Service Standards

Table 3 – Current Level of Service

List of Maps:

Map PRO 1 – Parks, Recreation and Open Space

1. Introduction

This element covers issues related to Parks, Recreation and Open Space including an evaluation of existing facilities, future demand on existing facilities, the need for new facilities, and an evaluation of regional parks and open space opportunities. A Parks and Recreation Element is required under the State GMA. Specifically RCW 36.70A.070(8) requires:

“A park and recreation element that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities. The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.”

The parks and open spaces within the City provide areas for recreational and physical activity such as youth sports, walking, bicycling, picnics, play areas, and other outdoor activities. The space provided by these areas, along with various programs offered by the City, Fife School District and local and regional sports associations, help to promote healthy activities and opportunities for exercise.

The City of Milton created a Parks Board in 1956. The Parks Board is an appointed body responsible for park, open space, and trail planning. The Board reviews community needs for park and recreation facilities, and makes recommendations for improvements and changes. Citizen input is taken at the Board’s regularly scheduled meetings.

The Parks Board was responsible for the acquisition, conversion and development of the Interurban Trail and the Skate Park, has worked on the creation of a Milton Community Park Master Plan, and the adoption of the 2000 Parks, Trails and Open Space Plan. Part of the 2000 Parks, Trails and Open Space Plan includes a Park Vision, is incorporated into this Parks Recreation and Open Space Element.

PARKS VISION

Foster and support the stewardship of human and natural resources throughout our community, in the form of parks, trails, and open spaces, to serve the needs for residents of Milton.

2. Major Issues, Concerns, and Citizen Input

In creating the future plans and policies identified in this element, the following list of issues and projects were identified through a visioning process, online surveys, public participation events, and public meetings:

- How can the City increase accessibility to parks, recreation and open space?
- What is the proper balance between creating new parks, and maintaining or expanding existing parks?
- How to efficiently maintain and enhance the family friendly atmosphere.
- Milton Community Park is the centerpiece of the City's Parks. How should it be maintained and enhanced?
- How can the City encourage the development of the Interurban Trail as a regional recreational facility?
- Where is the most appropriate place to acquire new park property?
- At what level of service should the City provide parks, recreation and open space opportunities?

The City's adopted Comprehensive Park, Open Space and Trail Plan identifies a number of projects. Those projects, or potential projects, that have not been completed since the adoption of the Comprehensive Park, Open Space and Trail Plan, along with new projects based on City input, are identified below:

- Interurban Trail completion including pedestrian amenities and connection to adjacent cities.
- Hylebos Creek nature preserve and trail
- Acquisition of Surprise Lake frontage and access
- Expansion of and improvements to Milton Community Park
- Mini-amphitheater in Milton Community Park
- Youth recreation center
- Performing arts center
- Pea patch and agricultural interpretive center
- Gateway improvements along Meridian, Milton Way and Pacific Highway.

3. Parks, Recreation and Open Space Goals & Policies

Goal PRO 1 The City should provide a comprehensive system of parks and open spaces that respond to the current and future recreational, cultural, environmental, and aesthetic needs and desires of the City's residents. The City's parks and open spaces should strive to balance environmental protection, open space, wildlife habitat, and multi-use recreational opportunities.

Pol. PRO 1.1 Due to its central location, Milton Community Park (aka Triangle Park) should continue to be developed as a key community facility in the city's park and recreational planning efforts.

Pol. PRO 1.2 Parks and Open Spaces should be complementary of, and enhance the natural environment of their surroundings. Special consideration should be given to protecting the Hylebos Creek and its associated wetland and floodplain, as well as surrounding neighborhoods and residences, when considering the development, acquisition and maintenance of parks and open spaces.

Pol. PRO 1.3 Utilize citizen involvement and participation including the Fife School District, businesses, developers, user groups such as youth sports leagues, and neighborhood groups in planning for and developing, operating, and maintaining Milton's parks, trails and open spaces.

Pol. PRO 1.4 Maintain a combined level of service of 7.37 acres of developed neighborhood and community park land per 1,000 residents. The City should endeavor to raise the actual level of service to 9.5 acres per 1,000 residents. Additionally, the City shall strive to make a neighborhood park accessible within one-half mile of all residences in Milton and a community park accessible within 1.5 miles of all residences in Milton.

Goal PRO 2 The City should recognize the important recreational, health and transportation roles played by bicycle, walking and non-motorized trail systems; and support the continued development of the Interurban Trail as a benefit to the citizens of Milton and as a part of a regional trail system.

Pol. PRO 2.1 The City should support the development of new paths, sidewalks and marked roadways that link the Interurban Trail with the City's other resources such as schools, other parks, sidewalks and the commercial districts within the City and adjoining jurisdictions.

Pol. PRO 2.2 New connections to the Interurban Trail should be encouraged where existing right-of-way abuts the trail.

Pol. PRO 2.3 The City should pursue funding for the continued development of the Interurban Trail through grant programs sponsored by the Washington State Department of Natural Resources and the other state and federal agency providing grant funding for parks, trails and open space.

Pol. PRO 2.4 The City shall promote the Interurban Trail as a regional recreation resource during regional planning exercises occurring with King and Pierce counties and nearby cities.

Pol. PRO 2.5 Provide access and education about Milton's history and natural environment through the Interurban Trail.

Goal PRO 3 Milton's parks, trails, and open spaces, as well as recreational programs, shall be accessible to as many user groups as possible.

Pol. PRO 3.1 Ensure Milton's parks, trails, and open spaces have a strong orientation towards providing for future generations by providing facilities for all ages and generations.

Pol. PRO 3.2 Plan Milton's park, trail, and open space needs through population projections and citizen advisory committees to determine needs and location for future facilities.

Pol. PRO 3.3 Plan Milton's recreational programs through population projections and citizen advisory committee to analyze needs and service offerings to respond to those needs.

Pol. PRO 3.4 Give special consideration to people with limited financial resources, youth at risk, the elderly, the disabled, and others with special needs during park, trail, and open space planning.

Pol. PRO 3.5 Offer a wide variety of parks and recreation programs to meet the community's diverse needs.

Pol. PRO 3.6 Provide adequate parking and access to parks trails and open space by encouraging shared parking facilities and on street parking where appropriate.

Pol. PRO 3.7 Design, construct, and retrofit parks to be utilized by as many user groups as possible, where appropriate and feasible.

Goal PRO 4 Design and development of new parks and open space, along with maintenance and expansion of existing parks and open space, shall consider

the surrounding natural environment and the intended use of the park, in order to balance the need for parks and open space with environmental protection.

- Pol. PRO 4.1 Where appropriate maintain wildlife corridors to provide adequate linkage for animal movement.
 - Pol. PRO 4.2 Enhance wildlife habitat areas through the development of parks, trails, open spaces, and stream restoration.
 - Pol. PRO 4.3 Bring visual relief and tranquility to mitigate the impacts of the urban environment, including noise, traffic, concrete, and congestion through the use of street trees, native landscaping, gardens, lawns, woods, and water throughout Milton's parks, trails, and open spaces.
 - Pol. PRO 4.4 Promote the retention and replication of the area's natural beauty and ecology in City parks, trails, and open spaces.
 - Pol. PRO 4.5 The City shall provide and promote the development of pedestrian and bicycle paths to schools, parks, transit and activity centers, as well as linkages between these paths.
 - Pol. PRO 4.6 The City shall encourage the location of bicycle racks at appropriate destination points, such as outside of commercial businesses, the City Hall, parks, schools, and transit facilities.
 - Pol. PRO 4.7 The City shall encourage the continued use of private open space areas that exist within the City and PAA.
 - Pol. PRO 4.8 Consider things such as signage with regulations for behavior and appropriate times and ways to use parks, trails, and open spaces; regular maintenance; adequate lighting; appropriate landscaping; and regular police patrols in the design and maintenance of parks and open space.
 - Pol. PRO 4.9 Parks should be planned, developed and maintained in a manner that showcases and enhances Milton's history and culture.
- Goal PRO 5 Milton should acquire land for future parks, trails, and open spaces as appropriate and through various means when such lands are available, affordable, and serve to implement the park, trail, and open space planning efforts. This land along with existing parks and open spaces shall be well managed to provide a safe and family friendly park environment.**

- Pol. PRO 5.1 Where feasible, acquire land adjacent to existing parks, trails, and open spaces to enhance the potential uses of those facilities and to improve linkages between the facilities.
- Pol. PRO 5.2 Pursue partnerships with the Fife School District, Tribal governments, state agencies, businesses, developers, user groups such as youth sports leagues, and neighborhood groups in order to provide and manage parks, trails, and open spaces.
- Pol. PRO 5.3 In recognition of the important open space and environmental values related to the wetland areas associated with Hylebos Creek, the City shall investigate and pursue appropriate public grants and private methods of financing the acquisition of these areas including repair and enhancement of riparian habitat.
- Pol. PRO 5.4 Developers shall mitigate impacts of their development by providing parks, trails, and open spaces, or fees in lieu of such, through the SEPA Environmental Review process and/or through development fees.
- Pol. PRO 5.5 In commercial areas of the City, developers shall mitigate the impacts of their developments by providing public spaces and facilities such as plazas, courtyards, and pedestrian connections, through the SEPA Environmental Review process and/or design standards, as appropriate.
- Pol. PRO 5.6 The City should participate in regional park, trail, and open space planning to ensure that Milton residents benefit from tax revenues intended to fund regional open space needs.
- Pol. PRO 5.7 The City should identify and pursue grant opportunities to further the City's parks, trails, recreational and open space planning efforts.
- Pol. PRO 5.8 Ensure that Milton's parks, trails, and open spaces are safe, well managed, and provide a family friendly atmosphere.
- Pol. PRO 5.9 Promote the opportunity for use and minimize user conflict through safe and well-managed parks, trails, and open space facilities. Anticipate the safety needs of users and design parks and parks programs with these concerns in mind.
- Pol. PRO 5.10 The City should promote the use of property tax reductions and encourage and support the participation of community-based non-profit organizations, offering options and alternatives to development, in the interest of preserving desirable lands as a public benefit.

- Pol. PRO 5.11 The City should acquire and develop waterfront property on Surprise Lake to provide public access to the shoreline. Acquisition of said park should be dependent on availability of land and funding and should be an appropriate site for a park. The future use of such a park should be compatible with adjacent uses. Development of such a park should retain and enhance native vegetation while preserving the natural characteristics of the shoreline. The design and location of the public access point should minimize disruption to current residents.
- Pol. PRO 5.12 The City should strive to maintain an updated Comprehensive Park, Open Space and Trail Plan.

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4. Analysis

Background and Inventory

As a method for classifying parks, open space, and recreational facilities within the City and its urban growth area, the City employs the Recreation, Park and Open Space Standards and Guidelines established in 1983 by the National Recreation and Park Association. The following are the categorization of facilities used by the City of Milton.

- **Neighborhood Parks** – generally no more than 5 acres in size, depending on a variety of factors including need, location and opportunity. These active-use parks are intended to serve residential areas within a ½-mile radius, and typically include amenities such as pedestrian paths and trails, picnic tables, play fields, equipment and sports courts, landscaping and irrigation. The Hilltower and West Milton Parks are good examples of a Neighborhood Park.
- **Community Parks** – generally 10-50 acres designed for organized activities and sports. These active-use parks may include athletic complexes, skate parks, wildlife-observation areas, picnic shelters, restrooms, trails, landscaping, irrigation and parking areas. Milton Community Park is a good example of a Community Park.
- **Natural Areas and Greenspace Corridors** – much variety exists for parks of this nature. Intended to provide visual and psychological relief from man-made development, provisions are made for passive recreation, such as walking trails, benches and environmental interpretive panels. This includes the various nature preserves in Milton as well as the large flood plain areas associated with the Hylebos Creek.
- **Trails** – may be developed in conjunction with other park types or independently. A trail may be a stand-alone feature, or it may serve to connect two or more destinations. Classifications include:
 - **Regional Trail** - Paved, shared-use, long-distance linear trail corridors for the exclusive use of pedestrians, bicycles and other approved trail users. Regional trails are typically 12'-14' wide with a 2' wide gravel shoulder on both sides. The Interurban Trail is an example of a regional trail.
 - **Community Trail** - Paved, shared-use trails typically found within community parks or linking park facilities. Community trails are typically 8'-10' wide. The path through Milton Community Park is a good example of a community trail.
 - **Rustic Trail** - Earthen or soft-surface trails with limited horizontal clearances and challenging grades and obstacles. Providing accessibility and regular facility maintenance are issues typical of this type of trail, since they vary in width and

surfacing. There are various unmapped and unmaintained trails connecting to the Interurban Trail; these are examples of Rustic Trails.

- **Bike Routes and Sidewalks** - Typically associated with the transportation system, these linear paths are heavily used within urban areas and should be included in trail planning efforts in coordination with the Public Works Department.
- **Special Facilities** – include single-purpose recreational centers. Included in this type are golf courses, display gardens, pools, museums, historical landmarks and public plazas. The size, location and programming of these facilities are dependent upon community demand. The Skate Park is an example of a Special Facility.

The City of Milton's park and open space resources include: the Fife School District Complex, Hill Tower Park, Interurban Trail, Milton Community Center, Milton Activity Center, Olympic View Park, West Milton Nature Preserve, Milton Community Park, the Skate Park and West Milton Park.

Existing and future parks, trails and other community recreational facilities are shown on Map PRO-1. Five Mile Lake Park in the City of Federal Way and Edgemont Park in the City of Edgewood are also located in close proximity to Milton residents. The following narratives describe existing park and open space amenities for each facility.

Fife School District Complex

Discovery Primary, Endeavor Intermediate and Surprise Lake Middle schools form a joint primary/middle school complex that was first constructed in 1951 on a 32-acre site immediately south of Milton Way. These are the only Fife School District facilities within the Milton city limits, and the only school facilities included in Milton's parks inventory. Access to the schools is by way of 19th Avenue or Oak St. Parking for the school's recreational facilities are located onsite.

Both Discovery Primary and Endeavor Intermediate Schools have their own large playground area with youth play equipment. Both of these schools also have a large play field which contains baseball backstops and can accommodate soccer fields. Surprise Lake Middle School maintains a large baseball field which is used for little league baseball and by the school's baseball team. The middle school also has a newly renovated turf field with a rubber composite running track, which is heavily used by local sporting leagues and the School District. This field is lighted and provides the ability for local sports leagues and citizens to utilize the track and field during evening hours.

Use of the facilities is scheduled through the Fife School District. During the summer months, the Fife School District administers a youth program offering educational and recreational activities. These facilities have not been included within the City's Level of Service calculation.

After the school day, on weekends, and during the summer, various clubs and organizations make use of the school's recreational facilities. The Fife-Milton-Edgewood Soccer League uses the school facilities between the months of October and February. The Fife-Milton Youth Football League uses the school facilities between the months of July and November.

Hill Tower Park

Hill Tower Park is a two-acre neighborhood park located at approximately 700 19th Avenue. The park gets its name from the City of Milton's water tower that is situated immediately adjacent to the site. This park also contains a pump house associated with the City Water System and is a good example of joint use of parks and utilities. Hill Tower Park has 12 parking spaces, one of which is designated handicapped. The park also contains accessible portable restroom facilities. A paved area for basketball and other court sports exists within the park, as well as children's play equipment and sledding opportunities in the winter.

The Interurban Trail

The Interurban Trail is a notable scenic route that originates in King County, meanders through the City of Milton, and continues through Pierce County. The right-of-way property is 100 feet wide and includes significant stands of coniferous trees and several areas of distinctive natural features. Long range planning efforts by the Parks Board, Planning Commission, and City Council have resulted in the acquisition and development of the Interurban Trail. The City's intended use of the Interurban Trail is to provide significant active recreational opportunities for pedestrians and cyclists as well as passive recreational activities with interpretive viewpoints and picnic areas. The trail section through Milton and the UGA is 3.4 miles.

Continued development of the Interurban Trail will provide a valuable community asset not only for the residents of the City of Milton, but also the surrounding region. "Rail to trail" conversion projects, such as the Burke-Gilman Trail in Seattle, the Interurban Trail in the Kent Valley and the Foothills Trail that runs south of Sumner through Orting, are well-used resources that contribute much to the quality of life in the cities where they are located.

The City of Fife recently installed a parking lot and trail head at the far west end of Milton's portion of the Interurban Trail. The City of Milton is continuing to pursue funding for the continued development of the undeveloped portion of the Interurban Trail right-of-way. The trail is planned to extend east through the City of Edgewood and continue on, to connect to the Pacific- Sumner Trail System. This connection will provide future connection to three other major regional trails: the Foothills Trail, the Puyallup River Trail, and the White River Trail.

West Milton Nature Preserve

Milton recently acquired 4.5 acres for open space where the Hylebos Creek intersects 5th

Avenue. The City restored and enhanced the property in order to protect the habitat and ecological value provided by this area. The West Milton Nature Preserve is largely undeveloped and inaccessible. Together, these parcels will be a valuable nature reserve and an asset to the City and its citizens and visitors.

Milton Community Building

The Milton Community Center is a 1,900 square-foot structure situated on a site of approximately 16,000 square-feet located immediately east of Milton Community Park and south of Milton Way on the east side of 15th Avenue. The facility was constructed in 1999 at a cost of approximately \$125,000.

The City of Milton reserves the facility for club, organization, and non-profit group meetings and events. Private parties and other events are planned to allow the facility to generate a revenue stream to fund other park and open space activities.

Milton Activity Center

The Milton Activity Center is a 2,250 square-foot facility constructed in 1984 and located within the Milton City Hall complex. The Activity Center is part of the structure that houses the Milton Police Department. Parking facilities are shared with the City Hall complex.

The Activity Center contains a large room that is commonly used for dancing, aerobics, kickboxing, yoga, and other indoor recreational activities. The facility also includes kitchen facilities, two offices, and an adjacent room where meetings occur.

The Activity Center is reserved at City Hall for senior, adult, and youth groups. The activity center may also be rented out for private use.

Olympic View Park

Olympic View Park is a half-acre mini-park located at 30 Hylebos Avenue in the King County portion of the City. Milton acquired Olympic View Park in 1998. During 2000, the City expended \$25,000 for the installation of children's playground equipment and restroom facilities.

Milton Community Park

Milton Community Park (aka Triangle Parks) is a 10-acre community park bounded to the north by Milton Way, the east by 15th Avenue, the south by Oak Street, and the west by private property. The site slopes down, from east to west, and is wooded in the middle portion of the park. The park is served by two paved parking facilities. One parking facility, situated along 15th Avenue, can accommodate 15 automobiles. Another parking facility, situated along Oak Street, can accommodate 10 automobiles. The City recently completed a renovation of the restroom facilities to ensure they are consistent with the Americans with Disabilities Act (ADA). This project

also included connecting the newly renovated restroom to the Tennis court and parking areas via an ADA accessible trail.

The eastern portion of the park contains three (3) tee-ball/softball fields, picnic areas, and a lighted tennis and field hockey court. Kemper Playground is located in the western portion of the park and has a large youth playground facility.

The park hosts the City of Milton's annual summer picnic as well as various other annual community events.

The Parks Board has recently completed the Milton Community Park Comprehensive Plan, which identifies future improvements and additions to existing facilities.

Skate Park

The Skate Park is a 1.3 acre site located at the intersection of Milton Way and 23rd. The Parks Board along with volunteer nonprofit organizations acquired the property and funding to construct the skate park in 2003. The skate park contains a 7,000 sq. ft. U-shaped, 9ft deep bowl, and a 3,000 square foot street course with ledges, banks, stairs, rails, manual pad and even a taco. The park also contains off street parking spots, picnic benches and a children's play area.

West Milton Park

West Milton Park is a three-acre neighborhood park located at the northeast intersection of Porter Way and Kent Street. The park is situated immediately west of the City of Milton's maintenance facilities thereby representing another good example of joint use of public facilities.

West Milton Park was developed in 1992 for recreation use. It is currently improved with a baseball backstop, bleachers, and outdoor lighting for evening sporting events. Recently a second baseball field was added to the northwest portion of the park.

The park facilities are reserved for use at City Hall. The ball fields are routinely used by various youth and adult sports associations during most seasons of the year.

Table 1 below shows the current parks and open spaces in the City, their park type and characteristics.

Table 1 Parks, Recreation and Open Space Inventory			
<i>Facilities Within the City</i>			
Park Facility	Area	Improvements	Park Type
Olympic View Park *	0.5 acres	Picnic Grounds, Children's Play Area	Mini-Park
Hill Tower Park * (LOS)	2 acres	Basketball Court, Children's Play Area	Neighborhood Park
West Milton Park * (LOS)	3 acres	Baseball/Softball Field	Neighborhood Park
Milton Community Park * (LOS)	10 acres	Ball Field, Picnic Grounds, Tennis Courts, Children's Play Area	Community Park
Discovery/Endeavor/Surprise Lake Schools	14 acres	Jogging Track, Baseball Field, 2 Play Fields, Basketball Courts, and lighted soccer/football field.	Community Park
Interurban Trail * (LOS)	38 acres	Walking & cycling path, Picnic grounds, Scenic Viewing, Open Space, Education	Community Park
West Milton Nature Preserve *	2.5 acres	Open Space/Education	Open Space Special
Milton Community Building *	0.36 acres	Kitchen and Meeting Rooms	Special Use Facility
Milton Activity Center *	2,350 sq.	Kitchen, Meeting and Indoor Recreation Areas, Offices	Special Use Facility
Skate Park *	1.3 acres	Children's Play Area, Concrete Skate Park	Mini Park and Special Use Facility
<i>Regional Facilities</i>			
Edgemont Park (City of Edgewood)	3 acres	Children's Play Equipment, Basketball Courts, Picnic area	Neighborhood Park
Five Mile Lake Park (King County)	20 acres	Swimming, Tennis Courts, Basketball Courts, Outdoor Barbecue/Kitchen Facilities	Community Park
Fife Community Pool	N/A	Swimming	Special Use Facility

(LOS) – Indicates the park is included in the Level of Service standard.

* - Indicates City owned facilities.

The City of Milton has excluded mini-parks from the level of service standard. Given the large-lot, single family composition of most of Milton’s neighborhoods, mini-parks are not viewed as a particularly critical element of the City’s parks strategy. Therefore, the City has opted not to adopt a separate level of service standard for mini-parks or to include their recommended park area in the aggregate level of service standard. Where mini-parks have their highest value, in large-scale, higher-density multi-family development, the City can require the inclusion of small- scale recreational facilities to serve those residents in proposed developments.

Included in the city’s inventory of existing recreational opportunities are several facilities that are located outside of the city. These include Five Mile Lake Park in unincorporated King County, Edgemont Park in the City of Edgewood, and Fife Community Pool in the City of Fife. While these facilities are used by Milton residents and provide additional recreational opportunities, they are not financed by or a result of partnerships with the city. Therefore, they are not included in park lands that are used to satisfy Milton’s level of service standard.

The recreational opportunities located at Surprise Lake Middle school are also excluded from the City’s level of service standards.

Recommended Level Service Standards

Service standards for parks are commonly used to evaluate whether the existing supply of recreational land is adequate to meet the demands of the current and future residents of Milton. One option for determining park needs is to base the future requirements on current levels of service, or acres of existing parks per resident. Another option is to recommended service standards for each particular type of park. Standards recommended by the National Recreation and Park Association (NRPA) are shown in Table 2, below.

Table 2 Parks Recommended Level of Service Standards (NRPA)		
Park Type	Recommended Service Standard	
	<i>Area per population</i>	<i>Radius of service area</i>
Mini-park	Approximately 0.3 acres per 1,000	¼ mile
Neighborhood Park	1-2 acres per 1,000 population	¼ to ½ mile
Community Park	5-8 acres per 1,000 population	1 to 2 miles
Special Use Park	No applicable standard	No applicable standard

*Standards recommended by NPRPA

Needs Assessment

The City has determined that the appropriate level of service is 7.37 acres of developed land per

thousand residents for a combination of neighborhood and community parks. This level of service standard approximates the ratio of residents to acres of park land in the year 2015. The standard is regarded as a minimum service level and benchmark to ensure that current residents do not see their recreational opportunities eroded by growth in the City. Further, adopting these standards as policy provides the City with a nexus for requiring new development to contribute to maintaining this level of service.

Table 3 below shows the City’s amount of community and neighborhood parks. This is converted into acres of park, per 1,000 in population, for comparison to the adopted and projected future Level of Service standards.

Table 3 Current Level Of Service (LOS)*					
Park Type	Current Acres	2014 LOS	Adopted LOS Standard	2035 Projected LOS***	2035 Projected deficit/surplus (in acres)****
Neighborhood Park	5	0.69	1-2	0.84	0.94 - 6.87 acres deficit
Community Park **	48	6.6	5-8	5.40	3.55 acre surplus -23 acre deficit
Combined Neighborhood & Community Park	53	7.37	7.37	5.96	11.81 acre deficit
Special Use Park	2	0.27	N/A	0.22	N/A

*Level of Service (LOS) = acres of park per 1,000 residents

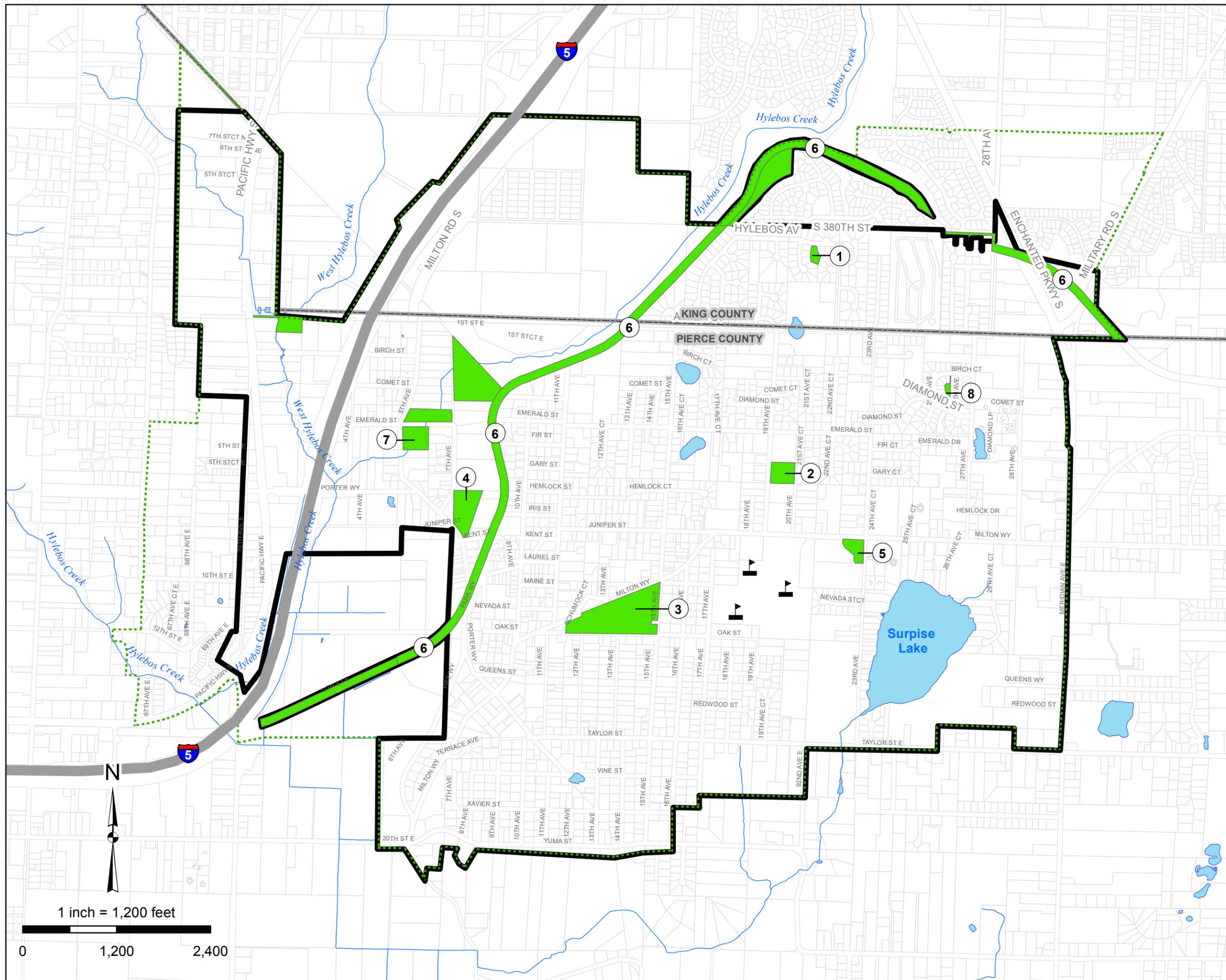
** Includes property dedicated to the Interurban Trail

*** Based on 2035 PRSC Population of 8,884 identified in the Land Use Element

**** Based on current park inventory, adopted level of service, and projected 2035 population

As shown above, the City of Milton currently has a projected 2035 deficit of 11.81 acres in combined neighborhood/community park space, compared to the adopted LOS standard of 7.37 acres per 1,000 residents. Over the next 20 years, the City’s population is expected to increase, according to the Puget Sound Regional Council and the adopted population and housing targets identified in the Land Use Element.

As mentioned in the Goals and Policies, the City is striving to achieve 9.5 acres or greater of combined neighborhood/community park space per 1,000 residents. In order to achieve this level of service, the City will need to acquire additional park space, or require it of new development.



Legend:

- parks
- 1 Olympic View Park
- 2 Hill Tower Park
- 3 Milton Community Park
- 4 West Milton Park
- 5 Skate Park
- 6 Interurban Trail
- 7 West Milton Nature Preserve
- 8 Sterling Heights (Private)
- Schools
- City Limits
- Potential Annexation Area
- Water
- Stream/River

CITY OF MILTON

MAP PRO-1: PARKS



Element 06 – Utilities

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1. Introduction

This element covers issues related to public and private utilities including existing conditions, production capacity and the ability to accommodate forecasted demand. The Washington Growth Management Act requires that each city develop a Utilities Element as part of their comprehensive planning process. Specifically RCW 36.70A.070(4) requires:

“A utilities element consisting of the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical lines, telecommunication lines, and natural gas lines.”

The City of Milton has operated its own electrical utility since 1911, and maintains its own water system. The City also maintains a stormwater utility in order to control stormwater damages, improve water quality and maintain compliance with the Department of Ecology Phase II NPDES program. Sewer is provided by Pierce County Sewer Utility as well as Lakehaven Utility District in the northeastern part of the City. Numerous other private and public utilities also provide gas, water, sewer, telecommunications, electricity, and garbage services to the City.

Unlike the publicly-provided utilities described in the Capital Facilities Element, levels of service and concurrency requirements do not apply to private utilities. The Washington Utility and Transportation Commission (WUTC) requires that privately owned utilities demonstrate that existing ratepayers do not subsidize new customers. The WUTC regulates utility and transportation providers to ensure safe and reliable service to consumers at reasonable rates. Most of Washington State’s investor-owned gas, electric, and telecommunications are regulated by the WUTC.

The City of Milton is required to adopt a Utility Plan for each of the utilities that it owns and operates; namely Water, Electricity and Stormwater. These utility plans discuss the system’s overall characteristics, service area, capacity, future demand, and projected physical improvements needed to maintain service to its service area. The applicable utility plan is the most appropriate place to maintain this detailed information regarding the utility. This Utility Element, including its goals and policies, should be relied upon in the creation and update of the City’s individual utility plans.

The following Utility Plans are hereby adopted, as amended, and incorporated fully herein:

- City of Milton Wellhead Protection Plan (2001)
- City of Milton Water System Plan (July 2010)
- City of Milton Comprehensive Stormwater Management Plan (July 2005)
- City of Milton Electric System Plan (July 2014)

2. Major Issues, Concerns, and Citizen Input

In creating the future plans and policies identified in this element the following list of issues were identified through a visioning process, online surveys, public participation events, and public meetings:

- All of the stormwater in the City eventually ends up on the Hylebos Creek. What are the appropriate steps that need to be taken in order to protect the City's drainage basin from adverse effects of urbanization?
- The Hylebos Creek and Lower Puget Sound Basin Plan, adopted by King County in 1994, contains recommendations for improvements to the regional drainage system. How should drainage improvements that may prevent future flooding be financed?
- The State and Federal government restriction related to stormwater are continually requiring more stringent controls for stormwater. What should the City do and require in controlling the quantity and quality of stormwater?
- Public Utilities are comprised of numerous parts of an overall system. How can increased efficiency throughout the system be encouraged and obtained, in order to provide a greater benefit to the end user?
- What is the appropriate level of service at which public utilities should dependably be able to provide service?
- The City is a wholesale purchaser of power from the Bonneville Power Administration (BPA). How will the City's negotiations and contracts with BPA affect Milton's end customer rates?
- At current rates, there is a finite supply of fossil fuels and an inherently endless amount of renewable energy sources. How should the City focus on reducing the demand for fossil fuels and encourage the use of renewable and clean energy sources?
- The City depends on other public and private utilities to provide public services to the City. What is the appropriate level of service to expect from these utilities and how can the City work with these utilities and service providers to assure adequate level of service to Milton?

All of these issues are part of the challenge surrounding utilities in the City of Milton over the next twenty years. The continued growth of the Puget Sound region and the City of Milton will continue to increase the demand on private and public utilities. However, effective planning can assure that the City's utilities, and its private service providers, are capable of providing adequate supply.

3. Utilities Goals & Policies

GOAL UT 1 – LAND USE COORDINATION

To ensure that the electrical, water, and storm drainage facilities and services needed to support current and future development within the City and its urban growth area are available when they are needed.

Pol. UT 1.1 New development shall be allowed only when and where all public utilities are adequate, and only when and where such development can be adequately served by public utilities without reducing level of service elsewhere.

Pol. UT 1.2 The City shall coordinate land use planning with facility/utility planning activities. These coordination efforts should be designed to ensure that the providers of public services and private utilities use the Land Use Element of this Plan in planning future facilities. The City shall adopt procedures for the review of and comment on proposed actions and policies by these public and private providers of public services.

Pol. UT 1.3 Process permits and approvals for all utility facilities in a fair and timely manner, and in accordance with development regulations that ensure predictability and the utility's ability to provide service when required.

Pol. UT 1.4 The City utility plans and policies should be kept up to date and utilize the projected population and employment growth in the Land Use Element as a basis for future demand on each utility. Furthermore, the City's utility plans and policies shall be consistent with the Pierce and King County countywide planning policies as appropriate.

GOAL UT 2 – NATURAL GAS

To coordinate with natural gas providers to maintain and enhance the development and operation of a quality natural gas distribution system that will meet the needs of the City of Milton and its urban service area.

Pol. UT 2.1 Private companies currently provide natural gas services within the City of Milton. To facilitate the coordination of these services, the City should discuss and exchange current population and employment forecasts, current facilities information and development plans, and technical data with the agencies identified in this plan on a frequent basis.

Pol. UT 2.2 The City shall consult and coordinate land use and natural gas facility planning with Puget Sound Energy to allow for construction and replacement of natural gas distribution conduits along roadways that are undergoing reconstruction.

Pol. UT 2.3 Where practical and possible, locate natural gas supply lines within a common or adjacent utilities corridor using street or road right-of-way.

Pol. UT 2.4 The City shall promote energy conservation measures in building codes in accordance with Washington State guidelines. The City shall promote energy conserving practices to reduce natural gas demands.

Pol UT 2.5 The City should work with the natural gas purveyor to ensure the safety of residents of the City who live near the fuel transmission line that crosses the City.

GOAL UT 3 -- ELECTRICITY

To coordinate with public and private electrical service providers to maintain and enhance the development and operation of a quality electrical service distribution system that will meet the needs of the City of Milton and its urban growth area.

Pol. UT 3.1 The City currently maintains the distribution system for electricity within the City. The City shall coordinate land use and electrical facility planning to allow for siting and construction of transmission and distribution facilities that provide sufficient amounts of electrical power with minimal periods of service interruption.

Pol. UT 3.2 The City shall make decisions with respect to electric utility facilities so that safe, adequate, and efficient availability of electrical service in other jurisdictions is not negatively affected.

Pol. UT 3.3 Where practical and desired by local property owners or developers, locate existing or proposed power distribution lines underground to reduce possible storm damage and aesthetic clutter.

Pol. UT 3.4 The City shall promote energy conservation measures in building codes in accordance with Washington State guidelines. The City shall promote energy conserving practices to reduce electrical power demands.

Pol. UT 3.5 In order to receive additional electrical power through BPA, the City has agreed to promote energy conservation measures. The City shall continue a policy of encouraging energy conservation by its customers.

Pol. UT 3.6 The City should work cooperatively with BPA to maintain a competitive rate structure that does not create a burden on Milton's Electrical Utility and/or Milton's customers.

GOAL UT 4 --TELECOMMUNICATIONS

To coordinate with telecommunication providers to maintain and enhance the development and operation of a quality telecommunication system that will meet the needs of the City of Milton and its urban growth area.

Pol. UT 4.1 The City shall advocate for the development and maintenance of telecommunications facilities (including telephone, cellular telephone, cable television, wireless facilities, and new communication technologies) necessary to provide services as needed to accommodate population growth and advancements in technology. For

wireless data networks, the City will work with providers to maintain and enhance the range of the regional service area.

Pol. UT 4.2 The City shall coordinate with telecommunication companies to provide residents with high speed communication facilities, both hardwire and wireless, for the benefit of the City's residents.

Pol. UT 4.3 The City should be responsive to the rapid changes in the telecommunications industry and should work diligently to ensure that service to residents of the City and its urban growth area is improved.

Pol. UT 4.4 The City will look towards the future in promoting the significant fiber optic communication line that currently exists along State Route 161 (Meridian Avenue).

GOAL UT 5 – STORMWATER

To manage stormwater runoff in such a manner as to: 1) protect property from flooding and erosion; 2) protect streams and shorelines from erosion and sedimentation to avoid the degradation of environmental quality and natural system aesthetics; 3) protect the quality of groundwater and surface water; 4) provide recharge of groundwater where appropriate; and 5) ensure that new development does not have an adverse effect on downstream properties.

Pol. UT 5.1 The City should maintain a comprehensive storm drainage plan which: 1) identifies existing and potential problems at the drainage basin level; 2) proposes solutions to those problems; 3) recognizes the importance of natural systems and receiving waters and their preservation and protection; 4) sets design and development guidelines; 5) provides a strategy for implementation and funding; and 6) encourages the use of Low Impact Development (LID) techniques where appropriate.

Pol. UT 5.2 Where appropriate for the drainage basin, the City should encourage regional approaches to managing stormwater to provide maintenance and cost efficiency. Where appropriate, regional facilities should be considered as a multi-functional community resource which provide other public benefits such as recreational, habitat, cultural, educational, open space and aesthetic opportunities.

Pol. UT 5.3 The City shall require new development to provide on-site storm drainage facilities and all off-site improvements necessary to avoid adverse downstream impacts.

Pol. UT 5.4 Where appropriate and feasible, infiltration of stormwater is preferred over surface discharge to downstream systems. The return of precipitation to the soil at natural rates near where it falls should be encouraged through the use of infiltration and bio-retention facilities, rain gardens, and other LID techniques.

Pol. UT 5.5 Development shall be designed and constructed to minimize disruption and/or degradation of natural vegetation and drainage systems, both during and

after construction. Development design, which minimizes impermeable surface coverage by limiting site coverage and maximizing the exposure of natural surfaces, should be encouraged.

Pol. UT 5.6 Industries and businesses should use best management practices to prevent erosion and sedimentation from occurring, and to prevent pollutants from entering ground or surface waters.

Pol. UT 5.7 Sites that have been cleared, graded or filled in violation of current or prior standards should be fully restored before construction permits are issued.

Pol. UT 5.8 The City should take steps to ensure that its storm drainage regulations protect threatened or endangered species, including, but not limited to, salmonid species.

Pol. UT 5.9 Both public and private storm drainage systems should be designed, constructed and maintained according to the most current storm water regulations adopted by the City.

Pol. UT 5.10 The City should consider adoption of LID techniques into the City's development regulations and zoning codes where it is determined to be appropriate.

Pol. UT 5.11 The City shall comply with the requirements of the Phase II Western Washington Municipal Stormwater Permit.

GOAL UT 6 – PUBLIC FACILITIES

To minimize impacts associated with the siting, development, and operation of utility services and facilities on adjacent properties and the natural environment.

Pol. UT 6.1 Electric power substations and recycling drop-off boxes should be sited, designed, and buffered (through extensive screening and/or landscaping) to fit in harmoniously with their surroundings. When sited within or adjacent to residential areas, special attention should be given to minimizing noise, light and glare impacts. Visual and land use impacts resulting from electrical system upgrades shall also be mitigated.

Pol. UT 6.2 The City shall encourage or require implementation of resource conservation practices and best management practices according to the U.S. Department of Agriculture's Natural Resources Conservation Service during the construction, operation, and maintenance of utility structures and improvements.

GOAL UT 7 – WATER

The City shall strive to provide the most cost-effective and efficient water service to residents within the City's urban growth area.

Pol. UT 7.1 The Water System Comprehensive Plan and future updates shall establish strategies for the protection of aquifers and the recharge of aquifers.

Pol. UT 7.2 The City shall provide an adequate water supply and distribution system for domestic use, fire flow, and fire protection at all times.

Pol. UT 7.3 The City shall promote voluntary conservation and encourage development of conservation devices and programs.

Pol. UT 7.4 The City shall pursue options for the development of additional water sources, including the potential for joint source development with adjacent water purveyors.

Pol. UT 7.5 The City shall implement a Wellhead Protection Program as required under the Clean Water Act for wells located within the City's corporate limits and UGA belonging to the City or adjacent water purveyors.

Pol. UT 7.6 The City shall designate wellhead protection areas as critical areas under Title 18 of the Milton Municipal Code.

Pol. UT 7.7 The City adopts the following Levels of Service (LOS) Standards for the City's Water System:

- A) The total source capacity in MGD should equal or exceed the design maximum demand rate plus the rate necessary to replace within 48 hours the amount of stored water for fire protection.
- B) The water system quality shall be in compliance with Washington Administrative Code requirements for water quality and requirements from other applicable agencies such as the Department of Health and Environmental Protection Agency (EPA).

Pol. UT 7.8 Future impacts associated with new development shall be paid by the Developer of properties in the City of Milton.

GOAL 8 – SEWERS

Pol. UT 8.1 Expansion of sewer service shall be coordinated among the City of Milton, the Lakehaven Utility District and Pierce County, and shall give priority to infill within the City limits and existing urbanized unincorporated areas within the urban growth area.

Pol. UT 8.2 The phasing of sewer expansion shall be coordinated with the City's land use plan to ensure efficient and cost-effective additions to the system, unless sewer service will remedy groundwater contamination and other health problems.

Pol. UT 8.3 New industrial development shall not be allowed on community or on-site sewage systems.

Pol. UT 8.4 The City shall require sewer connections for all new development, including single-family plats, unless otherwise approved by the City and consistent with the King and Pierce County-wide planning policies.

Pol. UT 8.5 In situations where septic systems are allowed for new development, the City shall require the installation of dry-line sewers, together with a requirement that the property owners covenant to participate in the cost of future sewer extensions necessary to achieve connection.

GOAL 9 – SOLID WASTE

To provide regular, cost-efficient solid waste services, including recycling and yard waste pickup, on a regular basis to City of Milton residents in order to make efficient use of natural resources and protect public health.

Pol. UT 9.1 The City shall continue to work with the provider of solid waste services to ensure regular service that is consistent with federal and state laws and regulations.

Pol. UT 9.2 The City shall work with the service provider, Pierce and King Counties to encourage household recycling of various materials in order to make more efficient use of resources and reduce the waste stream to landfills.

Pol. UT 9.3 The City shall work with Pierce and King Counties to provide educational materials to residents of Milton regarding the proper disposal of household hazardous wastes.

4. Analysis

Water

The City of Milton operates a water utility that provides water to all properties located within the City's water service area. Water utilities are required to adopt a comprehensive utility plan, which the City of Milton did in 2010 by adopting the City of Milton Water System Plan (WSP). The WSP has been prepared consistent with Department of Health requirements as specified in the Washington Administrative Code (WAC) Chapter 246-290. The WSP represents a commitment by the City to pursue and implement the plan's recommendations and capital improvements, in order to provide adequate potable and emergency water supply to the service area.

The WSP identifies the City's water service area boundary which was last updated in 1988 by an Interlocal Agreement with Pierce County and King County. The retail service area encompasses approximately 2,400 acres of land and is shown in Map UT-1. Approximately 90 percent of the retail service area is located within Pierce County, with the remaining 10 percent located in King County. The City accounts for over 60 percent of the retail service area with the remaining 40 percent comprised of unincorporated and incorporated areas of King and Pierce Counties.

Existing System

The City utilizes groundwater wells for its supply of water and also maintains an intertie with both Lakehaven Utility District and Mountain View-Edgewood Water Company for emergency and low flow conditions. The City's well sources include six wells (Well Nos. 3, 5, 10, 12 and Corridor Wells 1 and 2), which provide the City with all of its regular water usage needs. The City has a seventh well, Well No. 7, which is categorized as an emergency source. Table 1 shows the characteristics of the City's current wells.

	Well No. 3	Well No. 5	Well No. 7	Well No. 10	Well No. 12	Corridor Well No. 1	Corridor Well No. 2
Location	Fife Way	19th Ave & Emerald St	Porter & Kent Way	Porter & Kent Way	Porter & Kent Way	5 th Ave & 1 st St E	5 th Ave & 1 st St E
Pressure Zone	330	434	330	330	330	330	330
Date of Construction	1948	1961	1977	1986	2002	1984	2005
Elevation (ft above MSL)	20	300	30	30	30	40	57
Depth of Well Screen (ft below ground)	71	246	95	154	155	108	95
Wellfield Capacity	Unkn.	150-12hr 100-24hr	300 ⁽¹⁾	1,000 ⁽¹⁾	970 ⁽¹⁾	450 ⁽²⁾	300 ⁽²⁾
Current Output (gpm)	225	120	0	500	475	500	200
Static Water Level (ft below ground)	15	113	50-60	50-60	50-60	46	28

(1) Wellfield rating does not incorporate interference from the wells operating. Total wellfield capacity is approximately 1,000 gpm.

(2) Wellfield rating incorporates the interference from each of the wells operating. Total wellfield capacity is approximately 700 gpm.

The City currently has water right permits and certificates allowing for the withdrawal of water from the various wells throughout the service area. The total instantaneous withdrawal amount allowed is 5,420 gpm, which translates into a maximum daily withdrawal rate of 7.8 mgd. The City has an allowable annual withdrawal rate of 2,811 acre-feet or an average of 2.51 mgd. The combined current output of the seven active wells is approximately 2,020 gpm, which is significantly less than the quantity which the City has the water rights to utilize.

Table 2 – Summary of Milton’s water rights

Source Number	Certificate	Priority Date	Primary or Supplemental Right	Max. Instantaneous Withdrawal Rights		Maximum Annual Withdrawal Rights		Running Total of Primary Rights
				(gpm)	(MGD)	(ac-ft)	(MGD)	(ac-ft)
Well No. 4T ⁽¹⁾	500-D	Year 1900	Primary	300	0.43	480	0.43	480
Wells No. 1, 2, 3 ⁽²⁾	613-A	1/13/1948	Primary	500	0.72	600	0.54	1,080
Well No. 3	614-A	1/13/1948	Primary	1,500	2.16	1,160	1.04	2,240
Well No. 4 ⁽³⁾	3367-A	5/19/1958	Supplemental	500	0.72	803	0.72	2,240 ⁽⁴⁾
Well No. 5	4398-A	6/30/1961	Supplemental	170	0.24	272	0.24	2,240 ⁽⁵⁾
Wells No. 7, 10, 12 ⁽⁶⁾	4957-A	10/2/1963	Supplemental	150	0.22	240	0.21	2,240
Well No. 7, 10, 12 ⁽⁷⁾	G2-24540	5/9/1977	Supplemental	300	0.43	550	0.49	2,240 ⁽⁸⁾
Well No. 7, 10, 12	G2-27012	11/21/1986	Both	1,000	1.44	481p/31	0.71	2,811 ⁽⁹⁾
Corridor Wells 1 and	G1-24927P	11/17/1986	Both	1,000	1.44	482p/31	0.71	2,811 ⁽⁹⁾
TOTAL				5,420	7.80	3,203	2.86	2,811

The City of Milton has three reservoirs totaling 3.35 MG of storage. Two reservoirs with 1-MG and 2-MG capacities are located in the 434 Zone. The third reservoir at 15th Avenue is located in the 330 Zone.

Table 3 – Summary of Milton’s water storage capacity

Name	Volume	Overflow	Height	Diameter	Construction
15 th Avenue	0.35 MG	330 ft	40 feet	39 feet	Welded Steel
1.0 MG	1.0 MG	428 ft	76 feet	47 feet	Welded Steel
2.0 MG	2.0 MG	434 ft	72 feet	70 feet	Welded Steel

The City of Milton currently has interties with the Lakehaven Utility District and the Mt. View-Edgewood Water Company. The Lakehaven Utility District intertie can provide fire flow through a pressure reducing valve station which operates on pressure settings. The City also recently entered into a Wholesale Water Agreement with Mt. View-Edgewood, which provides for an additional 500 gpm to the City, as a seasonal connection.

The transmission and distribution system was developed over the years using materials current with water industry technology at the time of construction. The City now uses ductile iron (DI) pipe for

repairs and improvements. As the City continues to grow, the distribution system has spread to the boundaries of the water service area.

Future Needs

The Future Land Use Map (MAP LU-1), development regulations, and development and populations trends were utilized in creating the City’s 2010 Water System Plan. The operation of a municipal water utility involves the integration of numerous different components and systems. Computer hydraulic models are routinely used to accurately and realistically simulate the response of a water system under a variety of conditions and scenarios, such as future demand from new development and system improvements.

The production demands for the year 2029 are based on 2008 production demands and the anticipated population growth projections. In order to determine a projected “build-out” population, the City’s system was analyzed using MWHSOft’s H2ONet hydraulic modeling software, which operates in an AutoCAD computer-aided design and drafting environment. “Build-out” for a water system is defined as the point in time where the maximum peak day demand exceeds the cumulative well capacity and rights.

Year	Projected Service Area Population	Projected Average Day Production/ Demand (gpd)	Projected Peak Day Production/ Demand (gpd)	Projected Peak Hour Production/ Demand (gpm)	Projected ERUs⁽¹⁾
2009	7,947	926,917	2,041,431	2,341	3,776
2015	9,305	1,085,400	2,390,473	2,741	4,421
Build-out/2029 ⁽²⁾	12,371	1,442,967	3,177,973	3,644	5,878

Table 4 above shows the City’s ability to provide the necessary amount of water to its current customers and future projected population within the 20 year planning period. However, the City is not able to fully utilize the totality of these rights due to aquifer constraints. Maximum day demands are projected to exceed well and aquifer capacity at a service area population of 12,370; this is known as “built-out”. The population projection applies to the water service area and is not solely the population of the City of Milton. The population projection for “build-out” to occur was created in the 2010 Water System Plan by reviewing existing usage, development trends, development regulations and projected population. The City will need to develop additional source capacity before the service area reaches a “build-out” scenario.

Electricity

The transmission of electricity to Milton is regulated by The Washington Utility and Transportation Commission (WUTC). Milton established a municipally owned light company around the year 1911 (Milton Electric Department). Since the 1970’s the City has been purchasing its power from the Bonneville Power Administration (BPA), in Portland, Oregon. Continued cooperation with BPA is needed to maintain a consistent supply and cost of electricity to Milton. The City currently gets 100% of its power from BPA, while maintaining an informal emergency intertie with the City of Tacoma.

Future demand from projected growth and development has the potential to greatly impact the City's current contract with BPA bumping the City up into a "tier 2" pricing rate, resulting in a significant rate increase. The City has been actively promoting cost saving measures by providing incentives for energy efficiency and retrofitting City facilities and equipment where appropriate.

The City of Milton is a full-service customer of BPA, meaning that the City does not have an alternative or supplemental source of power other than BPA. On November 17, 2008, the City Council approved a new Power Sales Agreement with BPA that is the basis for the rates that the City currently pays BPA for transmission power. This contract will remain in effect for the next 17 years.

Since the City owns and maintains the distribution system, it is effectively reselling the power to the Milton users. Portions of Milton and its UGA are served by Puget Sound Energy (PSE) and Tacoma Power. As Milton annexes land within its UGA, Milton is permitted to purchase the rights to serve the PSE customers after a period of five years from the time of annexation.

Existing System

The City's electrical system serves the area lying mostly within the Milton city limits, consisting of residential, commercial, municipal and industrial customers (As shown on Map UT-2). The electric distribution system includes: a 115-12.47/7.2-kV BPA owned substation (Surprise Lake Substation), three feeder circuits, 12.5-kV primary distribution lines consisting of approximately 19 miles of overhead lines and 8 miles of underground lines, distribution transformers, street lights, and secondary services within meters.

The City last adopted the Electric System Plan in 2005 and is in the process of updating this plan. The current electrical system is in relatively good condition due to routine maintenance, and can accommodate the future demand anticipated in the planning period.

Future Needs

The City's current Electrical System Plan was created in 2005 and needs to be updated. The vast majority of capital improvements identified in this plan have been completed. Part of updating the Electrical System Plan will need to include a capital improvements program to integrate long term forecast and budgeting.

The City is currently classified as a "tier 1" customer by BPA. This effectively locks us into a fixed pricing rate. However, the increase in power demand from the City will eventually bump the City up into "tier 2" pricing. The City will need to create a strategy for dealing with the extra expense and allocating it to its customers.

The City has relied on Tacoma Power's goodwill to supply us with power in cases where our substation is out of commission. This is not a long term sustainable solution, and the City needs to establish a plan for an alternative electric source similar to the interties that the water utility has with other water purveyors.

Currently the City receives all of its power through the BPA owned, Surprise Lake Substation. BPA is no longer in the business of owning, operating and maintaining substations. As such, the City will need to consider a long term strategy for the substation.

Stormwater

The City of Milton is an operator of a small municipal separated storm sewer system (MS4s) which is regulated by the Federal Clean Water Act. MS4s are required to comply with the Phase II National Pollutant Discharge Elimination System (NPDES) Stormwater Program which is administrated by the State Department of Ecology. The NPDES Municipal Permit program was created to authorize the discharge of stormwater and non-stormwater flows to surface waters and ground waters of the state from MS4s owned or operated by the City. The Permit requires the City to implement programs and practices to minimize polluted stormwater runoff.

The City adopted the 2005 Stormwater Comprehensive Plan and development regulations as a tool to maintain compliance with the Clean Water Act and the Phase II NPDES Program

The City currently requires improvements effecting impervious surface on private property to comply with the 2005 *Stormwater Management Manual for Western Washington* published by the Department of Ecology (DOE). As part of the NPDES program the City will be required to adopt the 2012 Department of Ecology *Stormwater Management Manual for Western Washington* Manual (or an equivalent approved manual) and incorporate it into its development regulations by 2016. Adopting the 2012 Manual will help the City in enforcing the goal of providing water quantity and quality control by implementing Low Impact Development techniques (LID).

Most of the stormwater management problems within the basin are related to encroachment within the floodplains, the loss of existing flood storage areas, and increased flows and polluted runoff due to urbanization. In the lower reaches of Hylebos Creek, particularly within and downstream of Milton, there are several areas where construction and/or filling of the floodplain has occurred. Furthermore, increases in impervious surfaces have reduced the ability for water to naturally infiltrate into the ground. This in turn speeds up flow rates in the storm system, which in turn increases the amount of sediment in the stormwater entering the watershed.

Stormwater Drainage Basin

The Milton planning area is located within the Hylebos Creek drainage basin, which is part of the Puyallup/White River Watershed. A drainage “basin” is a term used to describe the natural drainage system. A basin consists of the land that drains into a particular river or stream. A basin is an interrelated system in that what happens in one part of the basin has the potential to affect the entire basin. The Hylebos Creek Basin is only one basin, of many, located within the Puyallup/White River Watershed (WRIA 10).

As identified in the currently adopted City of Milton Stormwater Comprehensive Plan, the City is split up into 5 sub-basins, which are shown on Map UT-3 and described below.

Sub-basin #1 includes an approximately 250 acre region in the south east portion of the City, which drains to Surprise Lake. Land use within the basin consists of single-family and multi-family development with large commercial areas along SR 161.

Sub-basin #2 is an approximately 340 acre basin, which drains the south-central portion of the City to the Surprise Lake outlet channel also known as the Surprise Lake ditch. Land uses within this basin are primarily single-family residential.

Sub-basin #3 is located in the central portion of the City and includes an area of approximately 330 acres, which drains into the Lower Hylebos Creek. Land uses within the basin are primarily single family residential with open space, a few commercial areas located along Milton Way, and public facilities including City Hall.

Sub-basin #4 is located at the north end of the City and includes an area of approximately 515 acres with drains into the East Branch of the Hylebos Creek. Land uses within the basin include single-family residences, as well as light industrial and commercial uses and a surface gravel mine.

Sub-basin #5 includes approximately 270 acres, split by I-5, in the western portion of the City which drains to the West Branch of the Hylebos Creek. Land use in the basin is primarily commercial along SR 99 with some single family residences located on the east side of I-5

All 5 sub-basins eventually end up draining into the Hylebos Creek. The entire Hylebos Creek system is composed of over 25 miles of stream, five named lakes, and approximately 30 wetlands identified by the National Wetlands Inventory, totaling over 250 acres. The basin also contains a number of other small unnamed ponds and un-inventoried wetland areas. The headwaters of West Branch Hylebos Creek are located in Federal Way and North Lake, which flank both sides of I-5. The East and West Branch Hylebos Creek converge within the broad floodplain of Lower Hylebos Creek near the King-Pierce County line, and form the main stem near Porter Way in Milton. The main stem of Hylebos Creek then roughly parallels I-5 down to the 70th Avenue overpass, southwest of Milton, where the Surprise Lake ditch joins it. Hylebos Creek then turns northwest prior to entering the Hylebos Waterway and Commencement Bay, almost 9 miles from its headwaters in King County.

The City-owned storm drainage system includes ponds, pipes, culverts, open ditches, and other stormwater facilities. There are also many private storm systems located in the City of Milton. The City maintains the City owned facilities, and is required to inspect the privately owned facilities for compliance with the stormwater regulations. Private property owners are responsible for maintaining stormwater facilities on their property.

Future Needs

The City adopted the 2005 Stormwater Management Plan in order to maintain compliance with the Clean Water Act and the Phase II NPDES permit. This plan contains a list of problem areas as well as potential solutions to improve flooding problems in these areas. A number of these improvements have already been completed including the Kent Street Detention Pond. There are also a number of outstanding projects including the Surprise Lake outfall. The plan also includes suggestions for improving surface water quality in the City.

The City currently experiences flooding during high flow events. Most notably are the areas immediately adjacent to the Hylebos Creek in and around 5th Ave and Porter Way. This area is within the 100 year floodplain and routinely floods. The City has purchased flood prone properties in this area and has converted one of these into the West Milton Nature Preserve, and is actively working on remedying the other purchased property.

As required by the City's Phase II NPDES Permit, the City will continue to maintain a stormwater management plan and implement its regulations, maintain existing City owned facilities, inspect privately owned facilities, and require new development to design controls for the stormwater consistent with the applicable Department of Ecology Stormwater Manual.

Sewer

Sewer in the City of Milton is provided by Pierce County Sewer Utility and Lakehaven Utility District. Lakehaven covers a small portion, primarily in the northeast corner of Milton, while Pierce County Sewer covers the remainder of Milton, with a few septic systems still in existence throughout the City.

The Pierce County Sewer Utility's major service area includes the cities of University Place, Lakewood, DuPont, Milton, and unincorporated areas within the County's urban growth area including Parkland, Spanaway, Frederickson, South Hill, Brown's Point, portions of Midland, and the lower Hylebos area of northern Pierce County and the Tehaleh Development. Sewer discharge from the City of Milton flows to the City of Tacoma's Central Wastewater Treatment Plant. The Central Wastewater Treatment Plant features one of the most technologically advanced treatment processes in the country. Every bit of the biosolids material processed at the plant is recycled and turned into TAGRO gardening products - Mix and Potting Soil.

The Lakehaven Utility District's Service area covers most of Federal Way, and portions of Auburn, Pacific, Tacoma, Des Moines, and Milton. The northern boundary is one mile south of Kent; the southern boundary slightly overlaps the Pierce County line; the western boundary follows the Puget Sound shoreline; and the eastern boundary slightly overlaps the western city limits of Auburn. In addition, the District serves an unincorporated area of approximately 18 square miles in King County, north of Federal Way and west of Auburn. The sewer system includes 350 miles of mainline, 27 pump stations and two secondary wastewater treatment plants. The Redondo Plant is designed for an average flow of 4.32 MGD and the Lakota Plant is designed for an average flow of 10 MGD.

Natural Gas

Puget Sound Energy provides natural gas service to more than 750,000 customers in six Western Washington counties: Snohomish, King, Kittitas, Pierce, Thurston, and Lewis. It is estimated that PSE currently serves over 1400 customers within the City of Milton.

Existing System

Natural gas comes from gas wells in the Rocky Mountains and in Canada and is transported through interstate pipelines by Williams Northwest Pipeline to Puget Sound Energy's gate stations.

Supply mains then transport the gas from the gate stations to district regulators where the pressure is reduced to less than 60 psig. The supply mains are made of welded steel pipe that has been coated and is cathodically protected to prevent corrosion. They range in size from 4" to 20".

Distribution mains are fed from the district regulators. They range in size from 1-1/4" to 8" and the pipe material typically is polyethylene (PE) or wrapped steel (STW).

Individual residential service lines are fed by the distribution mains and are typically 5/8" or 1-1/8" in diameter. Individual commercial and industrial service lines are typically 1-1/4", 2" or 4" in diameter.

Future needs

The DuPont Pipe Replacement project planned to replace various sections of pipe that has been determined to require replacement. Exploratory potholing (up to 8) is needed in the city limits to identify the manufacturer of older PE pipe to determine whether it is DuPont pipe.

New projects can be developed in the future at any time due to:

- New or replacement of existing facilities to increase capacity requirements due to new building construction and conversion from alternate fuels.
- Main replacement to facilitate improved maintenance of facilities.
- Replacement or relocation of facilities due to municipal and state projects.

Telecommunications

Telecommunications includes such services as telephone, broadband Internet, cable television, wireless phone coverage and high speed wireless network coverage. The City is currently served by landline telephone and cable access, through franchise agreement with numerous service providers. The City also has a number of wireless communication facilities located in the City and its immediate vicinity, some of which are installed on City infrastructure such as water towers. Access to these services is provided by a number of carriers including Sprint, T-Mobile, Verizon, AT&T, Comcast, Click, Qwest, and others.

High-speed internet access is commonplace throughout the region, and is absolutely necessary in order for the City to remain competitive in attracting new business and development. Service to residential portions of Milton is also necessary for education and home based businesses.

High speed internet access, as well as cellular phone access, is provided by numerous Wireless Communication Facilities within the City and its immediate vicinity. Some federal laws limit the authority of local jurisdictions, but cities still have local land use powers to ensure wireless communication facilities are an asset, rather than blight on the community. The City also recognizes that it must remain flexible, as these technologies are changing rapidly and the types of land use issues today (e.g. location, aesthetics, sight lines) may not be an issue in three to five years. Milton will continue to have opportunities to upgrade the local system through franchise agreements and other land use approvals.

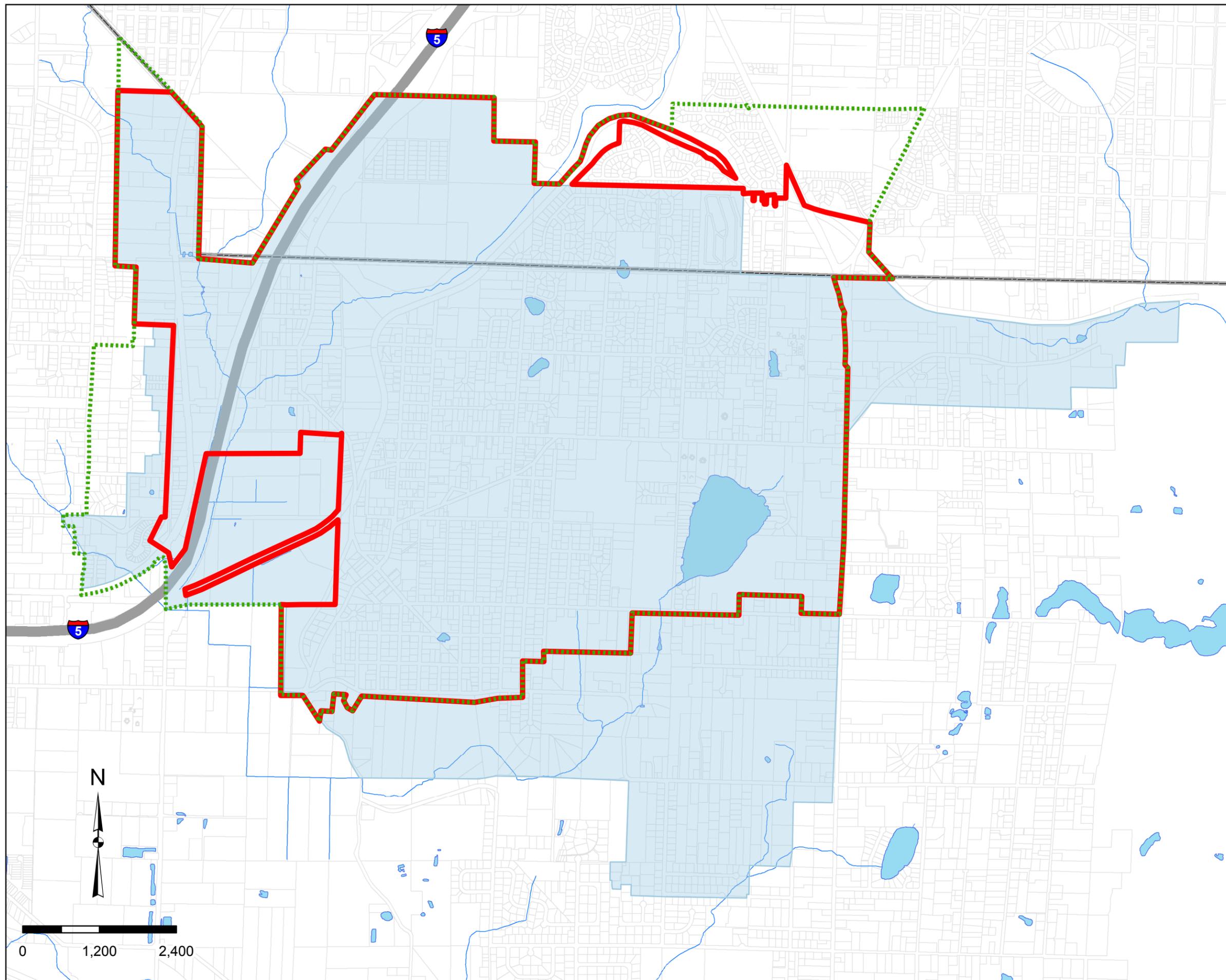


Legend:

-  Water Service Area
-  Potential Annexation Area
-  City Limits

CITY OF MILTON

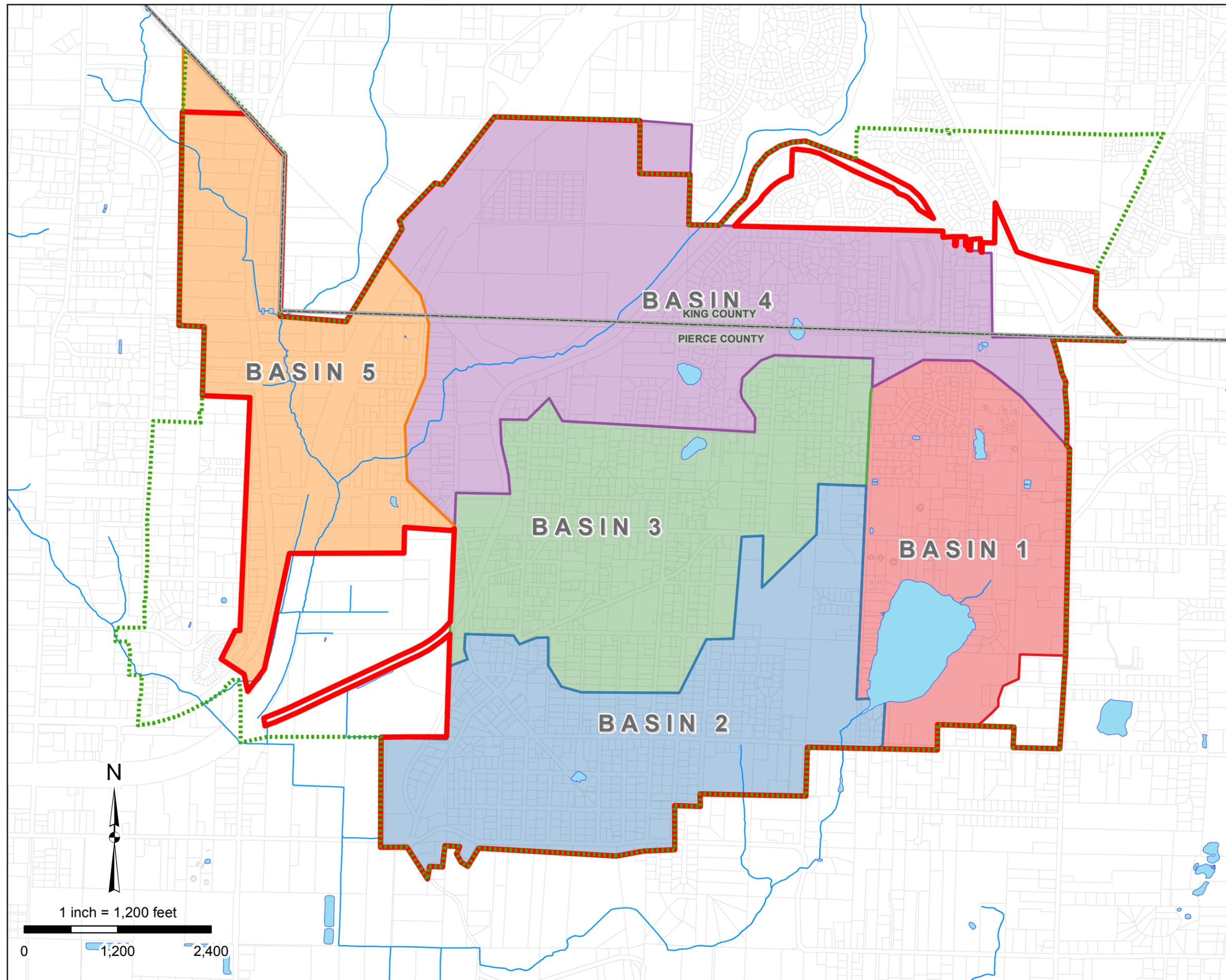
MAP UT-1: WATER
SERVICE AREA





Legend:

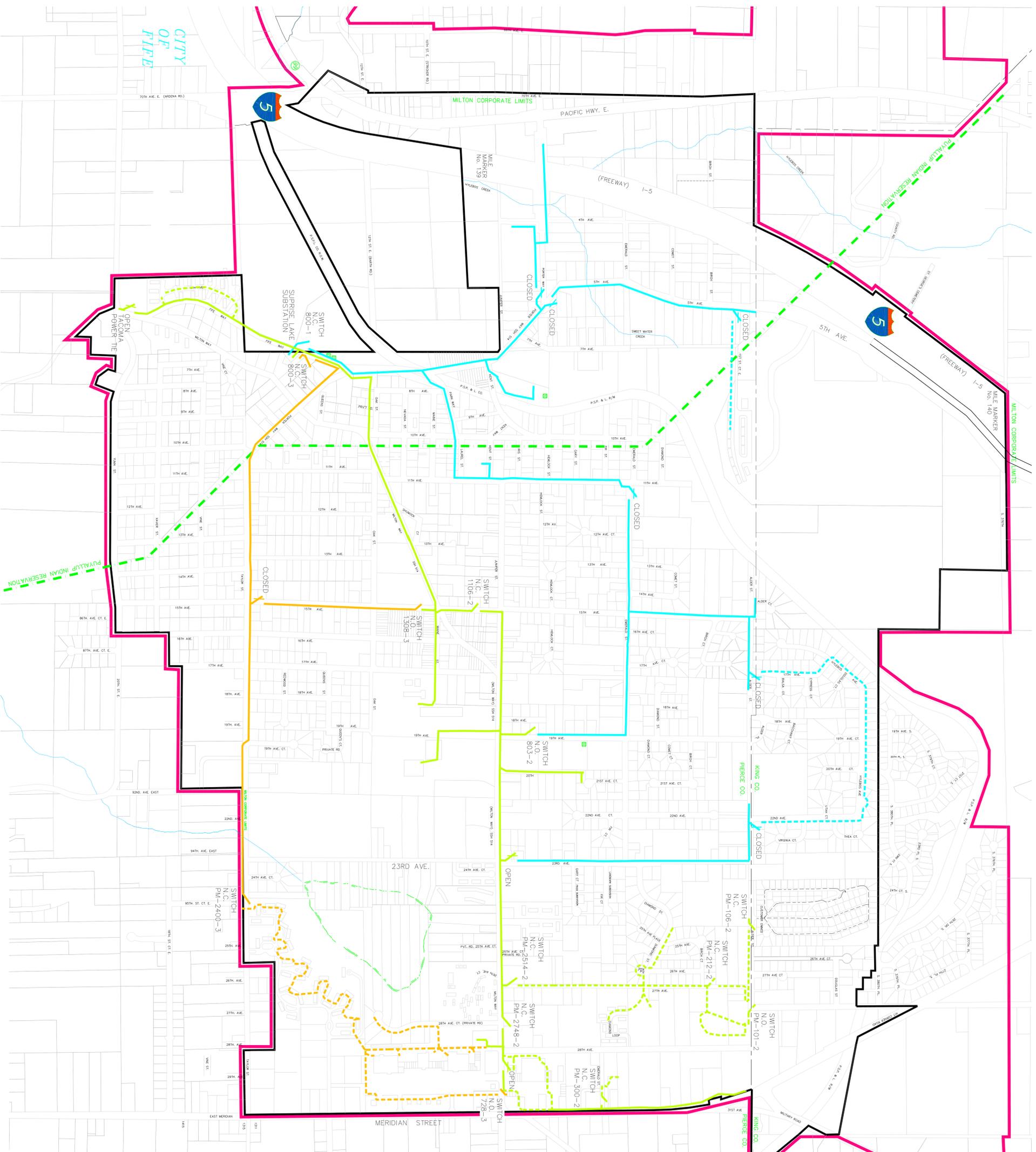
-  Basin 1
-  Basin 2
-  Basin 3
-  Basin 4
-  Basin 5
-  Water
-  Stream/River
-  Potential Annexation Area
-  City Limits



CITY OF MILTON

MAP UT-3:
STORMWATER BASIN





- LEGEND**
- MILTON CITY LIMITS
 - URBAN GROWTH BOUNDARY
 - COUNTY LIMITS
 - FEEDER 1 (MAIN)
 - U.G. FEEDER 1 (MAIN)
 - FEEDER 2 (MAIN)
 - U.G. FEEDER 2 (MAIN)
 - FEEDER 3 (MAIN)
 - U.G. FEEDER 3 (MAIN)
 - SWITCH
 - CUTOFF



CITY OF MILTON
ELECTRICAL SYSTEM MAP

CITY OF MILTON
Map UT-2 Electrical Service Area

ORIGINAL DATE: 09-30-04
REVISION DATE: 09-30-04

Element 07 – Capital Facilities

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Capital Facilities Element

1. Introduction

The Washington Growth Management Act requires cities to prepare a Capital Facilities Element. The GMA requirements for the CFP are set forth in RCW 36.70A.070(3):

“Each comprehensive plan shall include a plan, scheme, or design for... the following: A capital facilities plan element consisting of: (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities; (b) a forecast of the future needs for such capital facilities; (c) the proposed locations and capacities of expanded or new capital facilities; (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent.”

The Capital Facilities Element is intended to identify improvement projects that will be necessary to serve residents and maintain the City’s level of service standards during the twenty year planning timeframe. The Land Use Element describes projected levels of growth and development patterns in the City of Milton from 2015 to 2035. Milton is projected to experience an increase in population from about 7,000 people in 2013 to about 8,434 people in 2035. The Land Use Element also indicates that there may be changes in the City’s development patterns over the next twenty years, such as an increase in mid-rise and mixed use buildings and compact development in locations such as the Town Center, Uptown District, and West Milton Commercial District.

Any plan is a tool to aid in decision-making. This plan is no exception. By outlining how the needed capital facilities of the future can be successfully provided, it will assist annual budget decisions that incrementally provide the funding for those facilities.

Capital facilities projects frequently compete for funds with other City obligations to maintain and improve the quality of life for residents. The intent of a capital facilities program is to anticipate needs before issues of capacity and reduced levels of service arise. It is not always possible to accurately forecast the future. This Element will be updated as new information becomes available, through the Comprehensive Plan Update process.

2. Capital Facilities Goals and Policies

GOAL CF 1

Assure that capital improvements necessary to carry out the Comprehensive Plan are provided concurrent with development.

- Pol. CF 1.1 The City's management of capital facilities should emphasize the following concepts:
- a) providing preventive maintenance and cost-effective replacement of aging capital facilities;
 - b) planning for the orderly extension and upgrade of capital systems;
 - c) inspecting systems to ensure conformance with design standards; and,
 - d) effective fiscal management that supports fair and equitable rate structures.

- Pol. CF 1.2 Coordinate with other jurisdictions and service providers to determine which services are most cost-effectively delivered by the city and which services should be contracted out. Where appropriate, joint facilities with adjacent service purveyors should be used to provide the most efficient and cost-effective service to customers.

GOAL CF 2

Ensure that implementation of this Capital Facilities Element reflects the policy priorities of the City Council.

- Pol. CF 2.1 High priority of funding shall be accorded to projects that are consistent with the adopted goals and policies of the City Council.
- Pol. CF 2.2 Projects shall be funded only when incorporated into the City budget, as adopted by the City Council.
- Pol. CF 2.3 Capital projects shall be evaluated by means of the comprehensive planning process to determine that they are consistent with the Comprehensive Plan prior to their inclusion into the City's annual budget.
- Pol. CF 2.4 Any City capital activity shall be required to identify maintenance costs.

GOAL CF 3

Develop City facilities and services in a manner that directs and controls land use patterns and intensities to be consistent with the Comprehensive Plan.

Pol. CF 3.1 Development shall be allowed only when and where all essential public facilities are adequate (i.e. water, sewer, stormwater, transportation, fire, police, parks and schools) as determined by level of service standards.

Pol. CF 3.2 If adequate facilities are currently unavailable and public funds are not committed to provide such facilities, developers must provide such facilities at their own expense in order to develop.

Pol. CF 3.3 The following level of service standards should be used to evaluate whether existing public facilities are adequate to accommodate the demands of new development. Some of these standards also appear in other elements of the Comprehensive Plan, and are listed here to compile all such standards in one location.

A. Water:

Source Capacity and Reliability

LOS: The total source capacity in millions of gallons per day (MGD) should equal or exceed the design maximum demand rate plus the rate necessary to replace within 48 hours the amount of stored water for fire protection.

Water Quality

LOS: The water system quality shall be in compliance with Washington Administrative Code requirements for water quality.

B. Sewer:

LOS: The City adopts the level of service standards for sewer services of the Pierce County Public Works and Utilities and the Lakehaven Utility District for their respective service areas.

C. Stormwater:

LOS: Stormwater facilities shall meet the current Washington State Department of Ecology Stormwater Manual.

- D. Fire:
LOS: Fire flow shall be in compliance with state law, King County regulations, and Pierce County regulations.
- E. Transportation:
LOS: Level of Service D for intersections inside the City.
- F. Parks:
LOS: A combined 7.37 acres of developed neighborhood and community parkland per 1,000 residents.
- G. Schools:
LOS: The City adopts the Fife School District's level of service standards for school services.

Pol. CF 3.4 Strive to achieve the following service goals for police and fire services and parks facilities. These goals are not level of service standards, but are encouraged.

- A. Fire:
 - Fire Rating
Maintain an insurance rating of 6 or lower.
 - Fire Response Time
Maintain a maximum average response time of seven minutes.
- B. Police:
Maintain a maximum average response time for emergency calls of three minutes.
- C. Parks:
 - Neighborhood Parks
All Milton residents should have a neighborhood park within one-half mile.
 - Community Parks
All Milton residents should have a community park within 1.5 miles.
 - Combined Community & Neighborhood Parks

A combined 9.5 acres of developed neighborhood and community parkland per 1,000 residents.

Pol. CF 3.5 A development shall not be approved if it causes the level of service on a capital facility to decline below the standards set forth in Policy 3.3, unless capital improvements or a strategy to accommodate the impacts are made concurrent with the development for the purposes of this policy. "Concurrent with the development" shall mean that improvements or a strategy is in place at the time of the development or that a financial commitment is in place to complete the improvements or strategies within six years.

Pol. CF 3.6 The City shall coordinate with public utilities, as well as private service providers, to assure that utilities and public services can be provided commensurate with development. Where appropriate, the City should require development to assure the infrastructure needed to provide these utilities and services are in place.

Pol. CF 3.7 New or expanded capital facilities should be compatible with surrounding land uses; such facilities should have a minimal impact on the natural or built environment.

GOAL CF 4

Finance necessary capital facilities in as economic, efficient, and equitable a manner as possible.

Pol. CF 4.1 When capital improvements are intended to serve a specific property or geographic area, the burden for financing those improvements should be borne by the primary beneficiaries of the facility. System extensions associated with new development should be the responsibility of those desiring service. New development may fulfill its responsibility through mitigations pursuant to SEPA, impact fees pursuant to GMA, dedication or donation of land, payments-in-lieu of land dedications, utility system development charges, improvements made by new development, or a combination of these methods.

Pol. CF 4.2 General fund revenues should be used only to fund capital projects when the project serves the broader community.

Pol. CF 4.3 Long-term borrowing for capital facilities should be considered an appropriate method of financing large facilities that benefit more than one generation of

users.

Pol. CF 4.4 Where possible, special assessment, revenue, and other self-supporting bonds should be used instead of tax supported general obligation bonds.

Pol. CF 4.5 If projected funding is inadequate to finance needed public facilities, then the City could reassess the Land Use Element or take other actions such as lowering level of service standards or securing additional funding for capital facility improvements.

DRAFT

3. Public Facility Providers

Capital facilities in Milton are provided by the City and by other private and public entities, as shown in Tables 1 and 2. In addition to these utilities, there are number of other utilities and services provided to the Citizens of Milton by private service providers that are not covered in this element. These utilities are elective in nature and generally include service such as garbage, phone, internet, cable and natural gas.

The different types of capital facilities are described in the following section, including an inventory of existing facilities, a forecast of future needs, and a description of capital facility projects planned for the next six years and funding sources.

Over the next seven to 20 years, the City of Milton plans work with fellow service providers to maintain existing infrastructure and invest in expanded or new infrastructure in the Special Planning Areas identified in the Land Use Element where future growth and development will be focused. It is difficult to accurately predict needed infrastructure projects for long-term timeframes, but the City has identified projects that are anticipated to be needed beyond the six year time period, based on growth targets and current infrastructure and technology. The City has also identified types of facilities for which there is not expected to be a need for major improvements. These are discussed in the following sections.

Table 1. City-Provided Facilities

Capital Facilities	Provider
Administrative Facilities	City of Milton
Electricity	City of Milton Puget Sound Energy Tacoma Power
Parks and Open Space	City of Milton
Police	City of Milton Pierce County Sheriff's Department King County Sheriff's Office
Stormwater	City of Milton
Transportation	City of Milton State Government Federal Government
Water	City of Milton

Table 2. Facilities Provided by Other Entities

Capital Facilities	Provider
Fire & Emergency Medical Services	East Pierce Fire & Rescue
Libraries	Pierce County Library System
Sewer	Pierce County Public Works and Utilities Lakehaven Utility District
Schools	Fife School District

Administrative Facilities

Inventory of Existing Facilities

The municipal complex for the City of Milton is located at 1000 Laurel Street. It houses City Hall and Milton's administrative functions, as well as the Police Department and the Milton Activity Center. City Hall includes the Executive Department, Finance Department, Public Works Department, Building Department and Planning Departments.

The Police Department was recently moved into and remodeled the old library space. This allowed for additional and more efficient work spaces, meeting rooms, and a more secure facility.

Repairs to the senior center roof and fascia have recently been completed.

Forecast of Future Needs

During the next six years, no new administrative facilities are anticipated to be needed. The City's municipal complex will however require various repairs and upgrades to remain in working order.

Over the next seven to 20 years, the City has identified a need to expand the capacity of the municipal complex. The property on 15th Street across from Triangle Park is planned to be improved. Although there are no definite plans, projects under consideration include a new city hall, community center, youth recreation facility, or police station. .

Capital Projects and Funding

The City has developed a 2015-2021 Capital Improvement Plan (CIP) for administrative facilities. Projects are shown in Table 3 and funding sources are shown in Table 4. All improvements are planned for the municipal complex located at 1000 Laurel Street.

Table 3. Administrative Facilities Capital Improvement Projects: 2015-2021

Project	2015	2016	2017	2018	2019	2020	2021	Total Cost
Roof on Activity Center	35,000							159,000
Activity Center ADA Restrooms	55,000							55,000
Roof City Hall	150,000							150,000
Façade on City Hall Gables								50,000
Replace City Hall Windows				20,000	20,000	20,000	20,000	80,000
Landscape City Hall	10,000	10,000	5,000	5,000	5,000	5,000	5,000	65,000
Replace Carpets				10,000	10,000	10,000	10,000	40,000
Totals	250,000	170,000	55,000	35,000	35,000	35,000	35,000	615,000

Table 4. Administrative Facilities Funding: 2015-2016

Project	Funding Source
Roof on Activity Center	Commerce Grant
Activity Center ADA Restrooms	Commerce Grant
Roof City Hall	General Fund
Façade on City Hall Gables	General Fund
Replace City Hall Windows	General Fund
Landscape City Hall	General Fund
Replace Carpets	General Fund

Electricity¹

The City of Milton owns and operates a 15 kilovolt (kV) electric distribution system. The system provides electricity to the vast majority of property within the City using power purchased from the Bonneville Power Administration (BPA). The City of Milton is currently classified as a “tier 1” customer by BPA, which effectively locks Milton into a fixed pricing rate. During 2013, the City’s electric system delivered 60,532 megawatt hours (MWh) to approximately 5,275 residential, commercial, apartment and municipal customers.

Portions along the western boundary of Milton and its UGA are served by Puget Sound Energy (PSE) and Tacoma Power. As Milton annexes land within its UGA, Milton is permitted to purchase the rights to serve PSE customers after a period of five years from the time of annexation.

Inventory of Existing Facilities

The City is served from a single power supply source: the BPA Surprise Lake substation. BPA’s assets at the substation consists of a radial tap off of a 115-kV transmission line, fused disconnects, a 12 MVA power transformer without voltage control, a 15-kV recloser serving as a main disconnect, and metering.

The City takes delivery from the Surprise Lake substation at 12.5-kV at the metering point. Its electrical system assets include three feeder circuits, primary distribution lines consisting of approximately 19 miles of overhead lines and 8 miles of underground lines, distribution transformers, street lights, and secondary services within meters. The City’s electrical system is in relatively good condition due to routine maintenance.

Forecast of Future Needs

Within the next six years, there is a need to modify the substation for curtailment and create interties with Tacoma Power and PSE. The curtailment is needed to facilitate short term outages to protect the regional grid system during periods of high demand. The interties are needed to create redundancy in the system as needed during emergencies. There is also a need to upgrade and repair existing infrastructure.

¹ Information provided in the electricity section is from the 2014 Electric Utility Milton Strategic Plan

In the 20 year planning horizon there will not be substantial growth in the system. The present system is sized to accommodate the City’s population growth targets. The areas of anticipated industrial growth are served by PSE. Capital improvements over the next 20 years will concentrate on asset management and replacement of aging facilities.

Capital Projects and Funding

The City has developed a 2015-2021 Capital Improvement Plan (CIP) for its electric utility. Projects are shown in Table 5. The funding source for all projects in Table 5 is rate revenue.

Table 5. Electric Utility Capital Improvement Projects: 2015-2021

Project Description	2015	2016	2017	2018	2019	2020	2021	Total Cost
Curtailement Modifications	169,000							169,000
Interconnection at 20th Ave	180,000	110,000						110,000
LED Street Lights								
Interconnection at Porter Way			110,000					110,000
Interconnection with PSE				130,000				130,000
Substation cable replacement					150,000			150,000
Cable Replacement at Surprise Apt						200,000		200,000
Cable installation on Milton Way	465,000							465,000
Asset Replacement	175,000	175,000	175,000	175,000	175,000	175,000	175,000	1,225,000
Totals	989,000	285,000	285,000	305,000	325,000	375,000	175,000	2,79,000

Parks and Open Space

The City of Milton provides parks and open space within the City. In addition, the recreational facilities associated with local public schools are often available for public use through cooperative agreements.

Inventory of Existing Facilities

The City of Milton’s parks and open space resources include: Fife School District Complex, Hill Tower Park, Interurban Trail, Milton Community Center, Milton Activity Center, Olympic View Park, West Milton Nature Preserve, Milton Community Park, the Skate Park and West Milton Park. For a more detailed inventory of the City’s parks and open space facilities, see the Parks Element.

Forecast of Future Needs

The City of Milton currently needs approximately 9 acres of park space in order to meet its adopted level of service standard of 7.37 acres per 1,000 residents. Over the next 20 years, the City’s population is expected to increase, according to the Puget Sound Regional Council and the adopted population and housing targets identified in the Land Use Element. By 2035, the City’s level of service standard will increase to 11.81 acres.

In 2030, a 2-3 acre property (Olofoson) is scheduled to be dedicated to Milton for park use. The property is located on 23rd Ave between Alder St and Diamond St. This will help the City to achieve its level of service standard. The City is currently working to develop a Parks, Recreation and Open Space Plan. This plan will describe additional strategies for meeting the level of service standard.

Capital Projects and Funding

No parks capital projects are planned for the next six years, but the City may pursue park acquisition if the right opportunity arises. The City plans to make improvements to the park system over the next seven to twenty years. This will include acquisition of new park facilities and maintenance of existing facilities. Additionally, the City is considering improving the historic Simmons building on Freeman Road so that it can be used as a parks office and possibly also a museum. The anticipated funding sources for future parks capital projects are the general fund and grants.

Police

Local law enforcement services for the Milton planning area are provided by the Milton Police Department within the Milton city limits and by the Pierce County and King County Sheriff's Offices in the unincorporated areas surrounding Milton. The cities of Fife and Edgewood share borders with Milton. Edgewood has contracted police services provided by the Pierce County Sheriff and Fife has its own municipal police department. The departments have a long history of mutual aid and support in providing police services.

Milton Police Department

Milton is fortunate to have a professional law enforcement function that enjoys the support of local citizens and government decision-makers. Presently, the Milton Police Department maintains thirteen (13) full time commissioned police officers – one (1) Chief, one (1) Commander (vacant), two (2) Sergeants, one (1) Detective, one (1) Code Enforcement Officer, and six (6) Patrol Officers. The Department also has one (1) Administrative Assistant, and four (4) Reserve Police Officers. This equals approximately 1.8 full time law enforcement officers for every one thousand people living in Milton based on a population of 7,265 (915 in King County portion and 6,350 in Pierce County portion). This ratio is lower than the national average of 2.2 officers per 1,000 populations for municipal police departments in cities with population of 2,500 to 9,999. Equipment operated by the Police Department includes nineteen (19) vehicles and one (1) motorcycle.

Inventory of Existing Facilities

Milton's present police station is located at 1000 Laurel Street. It is part of the municipal complex that houses the City's administrative and public works functions, and a fire station operated by East Pierce Fire and Rescue District. The police station was expanded in 2013, creating 2,880 square feet of office space for most police department functions. In early 2014 a reception office was constructed in the Activity Center portion of the building for the Administrative Assistant and Records function. This created an additional 216 square feet. The evidence room, holding cell and storage areas remained in their current locations as part of the main Administrative Building on the campus.

A firearms training facility for officers is available locally at the Tacoma Police Harrison Range. Additional training is available through in-service programs, training sponsored by area agencies and the Washington State Criminal Justice Training Commission.

The Milton Police Department contracts with the City of Fife for dispatching services and related facility space. It also contracts with Fife for jail space, but this contract expires in 2015 and may not be renewed.

Forecast of Future Needs

With existing staff levels and physical facilities, Milton has established an unofficial law enforcement response time of three minutes and thirty-one seconds for all calls. This is based on 3,723 calls from January 1, 2013 through February 4, 2014.

Facilities for the King County Sheriff's Office and the Pierce County Sheriff's Department are located some distance from Milton. This situation translates into slower emergency response times than those of the Milton Municipal Police Department. The average response time in Pierce County (as a whole) is 8.18 minutes for emergency response and 16.29 minutes for routine response. Additionally, the decentralized urban growth that King County and Pierce County are experiencing presents challenges for the delivery of law enforcement service. The county sheriffs must now provide urban-level protection over an extremely large area.

Unincorporated portions of the Milton planning area are likely candidates for annexation to the City. As such, the County Sheriffs will likely relinquish service responsibilities in these areas upon completion of an annexation. As annexation and growth occur, Milton may need to increase staffing levels. Milton completed an annexation in 2014 along Highway 99 and another is in progress in the same area.

The City of Milton's contract with Fife for provision of jail services will expire in 2015. Due to regional jail capacity issues, the Milton Police Department may need to establish a use agreement with another facility. The Milton Police Chief is currently seeking an arrangement that accommodates the needs of Milton without escalating costs for peak times of need.

Fife also provides Milton's police dispatching service. It is one of six member agencies of South Sound 911. South Sound 911 is planning to develop a new campus. Once that facility is operational, Fife and its contract entities will relocate there. Milton will not be funding the new South Sound 911 campus except indirectly by contracting for dispatch services.

Capital Projects and Funding

The City is not planning to make any improvements to police facilities within the next six years. Over the next seven to twenty years, the police department facility will need to be upgraded or the department will need to be moved to a new location. Facility features that will be needed include: secure parking lot

for police vehicles, secure vehicle impound and storage lot with a covered area for processing evidence in vehicles, holding cells, evidence room with current technology, armory and secure records storage area. If a new facility is built, one option for a location is the property on 15th Street across from Milton Community Park, as discussed in the Administrative Facilities section. Funding sources for future police facility improvements are anticipated to include the general fund and a general obligation bond.

Stormwater²

The City of Milton operates a small municipal separated storm sewer system.

Inventory of Existing Facilities

Facilities in the City’s storm drainage system include ponds, pipes, culverts and open ditches. There are also many private storm systems located in the City of Milton. The City maintains the City-owned facilities, and is required to inspect the privately owned facilities for compliance with the stormwater regulations. Private property owners are responsible for maintaining stormwater facilities on their property. Table 6 contains an inventory of City-Owned open ditches and pipes.

Table 6. Inventory of Open Ditches and Pipes in Milton’s Stormwater System

Type	Length (feet)
Open Ditch	3,789
6-Inch Pipe	1,009
8-Inch Pipe	2,417
10-Inch Pipe	264
12-Inch Pipe	5,855
15-Inch Pipe	2,883
18-Inch Pipe	4,045
21-Inch Pipe	111
24-Inch Pipe	5,307
30-Inch Pipe	302
36-Inch Pipe	2,013
42-Inch Pipe	874
48-Inch Pipe	381
54-Inch Pipe	261
60-Inch Pipe	2,871
72-Inch Pipe	114

Note: This inventory was compiled in 2005

Forecast of Future Needs

The City currently experiences flooding during high flow events. Most notably are the areas immediately adjacent to the Hylebos Creek, in and around 5th Ave and Porter Way. This area is within the 100 year floodplain and routinely floods. The City has purchased flood prone properties in this area

² Information provided in the stormwater section is from the 2005 Milton Comprehensive Stormwater Management Plan

and has converted one of these into the West Milton Nature Preserve, and is actively working on remedying the other purchased property.

In order to improve the overall capacity of the City’s stormwater system, there is a need to improve aging facilities and open channels that are better managed in pipes. Over the next twenty years, the City plans to focus on updating and constructing facilities to comply with the City’s NPDES II permit. There will also be a concentration on water quality, maintenance and enhancement of aquatic habitat.

Capital Projects and Funding

The City has developed a 2015-2021 Capital Improvement Plan (CIP) for its stormwater utility. Projects are shown in Table 7. Funding sources for these projects are shown in Table 8.

Table 7. Stormwater Utility Capital Improvement Projects: 2015-2021

Project Description	2015	2016	2017	2018	2019	2020	2021	Total Cost
11th Avenue Pipe Installation		\$46,000	181,000					227,000
Taylor Street Pipe Installation		61,000	243,000					304,000
Decant Facility		100,000	1,060,000					1,060,000
Pervious Paving City Facilities		50,000	407,000					457,000
Oak Street and 17th Ave. Modification					576,000			0
Xavier and 14th Ave Pipe Installation							268,000	268,000
Surprise Lake Culvert Replacement						268,000		268,000
Milton Way and Yuma St. Pipe Replacement							699,000	699,000
E. Hylebos Creek Culvert Replacement						202,000	202,000	404,000
Totals	0	257,000	1,891,000	0	576,000	470,000	1,169,000	4,363,000

Table 8. Stormwater Utility Funding: 2015-2021

Project Description	Funding Source
11th Avenue Pipe Installation	Rates
Taylor Street Pipe Installation	Rates
Decant Facility	Ecology Grant, Rates
Pervious Paving City Facilities	Ecology Grant, Rates
Oak Street and 17th Ave. Modification	Ecology Grant, Rates
Xavier and 14th Ave Pipe Installation	Rates
Surprise Lake Culvert Replacement	Ecology Grant, Rates
Milton Way and Yuma St. Pipe Replacement	Street Fund , Rates
E. Hylebos Creek Culvert Replacement	Street Fund , Rates

Transportation

Inventory of Existing Facilities

The City of Milton's roadway system is made up of a collection of public and private streets, along with state and federal highways. Interstate 5 (I-5) runs north-south through the city. Other than I-5, the highest volume roads are principal arterials such as Pacific Highway E (SR 99) and Meridian Avenue E (SR 161). These serve both local and regional needs and have average weekday traffic volumes greater than 15,000 vehicles. Other high volume streets include the minor arterials, such as Milton Way, that feed the principal arterials or provide connections to adjacent cities. For a detailed inventory of the City's transportation facilities, see the Transportation Element.

Forecast of Future Needs

Forecasted region-wide population and employment growth will increase traffic volumes in Milton and throughout the region. It is forecasted that PM peak hour traffic on the City's arterial roadways will increase between 20 percent and 45 percent between 2014 and 2035. The greatest levels of traffic growth are anticipated on arterial streets, such as Meridian Avenue E and Pacific Highway E. Additional information about the forecast of future transportation needs is provided in the Transportation Element.

Capital Projects and Funding

The City's currently adopted Transportation Improvement Plan (TIP) is adopted as part of this Comprehensive Plan. The TIP shows the sources and amount of funding for transportation improvement projects planned for 2014-2019. In addition to the projects listed in the TIP, the Transportation Element includes 31 recommended improvement projects that support the City of Milton's Community Vision and projects that were identified during the analysis of future transportation needs for the 20 year Comprehensive Plan timeframe. All together, these projects include \$77,270,000 in improvements to roadways, intersections, and bicycle and pedestrian facilities. Table 7 in the Transportation Element describes the location and details for each of the projects, and estimates the project cost.

The City will depend on successful pursuit of grants and developer contributions to complete its 20-year transportation plan. The City has recently been successful in obtaining between \$800,000 and \$1.5 million in annual grants to fund its capital improvement program. The combination of existing revenues, contributions from new development, and federal and state grant funds, will provide the City with the sufficient revenue to maintain and improve its transportation system over the next twenty years. Additional information is provided in the Transportation Element.

Water³

The City of Milton (City) owns and operates a municipal water system that serves the City as well as portions of the City of Fife, the City of Edgewood and Pierce and King Counties. The City's water retail service area population is approximately 7,868 people. The water system serves a total of 2,648 connections.

Inventory of Existing Facilities

The City obtains its public water supply from groundwater sources at four locations in the service area. Six wells (Wells 3, 5, 10, 12 and Corridor Wells 1 and 2) provide the City with all of its water. The City has a seventh well, Well 7, which is categorized as an emergency source.

The City of Milton currently has interties with the Lakehaven Utility District and the Mt. View-Edgewood Water Company. The Lakehaven Utility District intertie can provide fire flow through a PRV station which operates on pressure settings. The City recently entered into a Wholesale Water Agreement with Mt. View-Edgewood, which provides for an additional 500 gallons per minute (gpm) to the City.

The City has a water treatment plant located adjacent to Wells 10 and 12, at Porter and Kent Way. Water from Wells 3, 10 and 12 receives corrosion control at the treatment plant. Well 5 receives no treatment onsite, although it mixes with treated water from the other sources. The City disinfects the water that is drawn from Wells 3, 10 and 12 and the Corridor Wells through chlorination at the treatment plant.

The City of Milton has three reservoirs totaling 3.35 MG of storage. The 15th Avenue Reservoir (0.35 MG) is supplied with water from Well Nos. 3, 10, and 12 and the Corridor Wells. The 1 MG Reservoir is supplied by water directly from Well No. 5 and indirectly through water from Well Nos. 3, 10 and 12 and the Corridor Wells through the 15th Avenue Booster Station. The 2 MG Reservoir is located in the 434 Zone and is supplied directly from Well No. 5 and indirectly from Well Nos. 3, 10 and 12 and the Corridor Wells through the 15th Avenue Booster Station.

The City has three pumping stations. The 15th Avenue booster station is located on 15th Avenue just north of Oak Street. The 1 MG reservoir booster station is located on 20th Avenue, north of Milton Way, next to the 1-MG reservoir. The 2 MG reservoir booster station is located adjacent to the City's 2-MG reservoir.

The City's transmission and distribution system was developed over the years using materials current with water industry technology at the time of construction, including cast iron, asbestos cement, polyvinyl chloride and steel. The City now uses ductile iron pipe for repairs and improvements. As the City continues to grow, the distribution system has spread to the boundaries of the water service area.

³ Information provided in the water section is from the 2010 Milton Water System Plan and the City's 2014 water capital improvement plan.

The City updated its telemetry and SCADA system in 2008. The system monitors levels in the storage facilities and the status of the booster stations and groundwater wells. The central control for the system is located at Well 12 and can be monitored from the Public Works maintenance center. Currently, the City has six pressure reducing stations that allow water to flow back into the lower zones when pressure or demands dictate.

Forecast of Future Needs

The City has enough water rights available to provide the necessary amount of water to its current customers and future projected population. However, the City is not able to fully utilize these rights due to aquifer constraints. Combined current output of the City’s wells is 2,020 gpm. Wells are operated at or near production limits based on aquifer capacity. Maximum day demands are projected to exceed well and aquifer capacity in 2022. The City will need to develop additional source capacity before this time. The City’s interties with the Lakehaven Utility District and the Mt. View-Edgewood Water Company can help to augment supply if needed. Other future capital improvement requirements include maintenance and upkeep of existing facilities.

Capital Projects and Funding

The City has developed a 2015-2021 Capital Improvement Plan (CIP) for its water utility. Projects are shown in Table 9. The funding source for all of these projects is rate revenue. The City increased rates in 2009 to help maintain reserve funds.

Table 9. Water Utility Capital Improvement Projects: 2015-2021

Project Description	2015	2016	2017	2018	2019	2020	2021	Total Cost
Test Well drilling	\$208,000							208,000
Well# 10 Upgrades		100,000	402,000					502,000
15th Ave Watermain			79,000	131,000				210,000
12th Ave Watermain				78,000	307,000			385,000
13th Ave Watermain					77,000	307,000		384,000
Well# 5 Upgrades							300,000	300,000
Asset Replacement	100,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000
Totals	308,000	200,000	581,000	309,000	484,000	407,000	400,000	2,789,000

Fire & Emergency Medical Services

East Pierce Fire & Rescue provides fire protection and emergency medical services within the City of Milton. Emergency medical services include Basic Life Support (BLS) and Advanced Life Support (ALS) emergency medical treatment and transport. These services are provided through a combination of career and volunteer Firefighter/Emergency Medical Technicians and Firefighter/Paramedics.

Areas outside of the City of Milton but inside of the City's UGA are served by Pierce County Fire District No. 10 and King County Fire District No. 39.

Inventory of Existing Facilities

Response to incidents occurring within the City of Milton comes from the Milton Fire Station (Station 124) as well the Edgewood fire station (Station 118).

Station 124

Station 124 is located at 1000 Laurel Street, adjacent to the Milton City Hall. It is staffed by one-to-three volunteer personnel who stay at the fire station, generally in the evenings and on weekends. It is anticipated that the station will continue to be staffed by volunteer personnel for the foreseeable future. The station was originally built in 1982 and contains approximately 6,337 square feet of floor space on one level with a partial mezzanine. The station contains four apparatus bays, office space, a training/meeting room and living quarters for response personnel. The station has one Basic Life Support (BLS) aid unit and one fire engine with a rated pump capacity of 1,250 gallons per minute.

Station 118

Station 118 is located at 10105 24th Street E in Edgewood. It is staffed by a minimum of four career personnel, 24 hours a day. It is anticipated that the station will continue to be staffed by career personnel in the future and that the number of personnel assigned on a daily basis will increase as call volumes in the area increase. The station was originally built in 1948 with several additions having occurred over time. The most recent remodel of the station occurred in 1988. The station is approximately 8,175 square feet on one story and contains three, double-stack apparatus bays, office space, a training/meeting room and living quarters for response personnel. The station has one Advanced Life Support (ALS) medic unit, one reserve ALS medic unit, one fire engine with a rated pump capacity of 1,500 gallons per minute and one reserve fire engine with a rated pump capacity of 1,500 gallons per minute.

Forecast of Future Needs

A 2011 architectural, mechanical, structural and electrical engineering evaluation of Station 124 concluded that the station is in average condition for its age and mission. Assuming the mission of the station doesn't change, major improvements or replacement are not recommended for this facility.

A 2011 architectural, mechanical, structural and electrical engineering evaluation of Station 118 concluded that the existing facility and building systems are near the end of their lifespan. The current apparatus bay of Station 118 is too small in terms of height and depth to accommodate anticipated equipment. It is anticipated that staffing at the station will grow from the current four personnel to ten personnel over the next 20 years. As additional personnel are added, consideration will be given to moving career staff to Station 124.

East Pierce Fire & Rescue has identified a potential need for a ladder truck to serve anticipated growth in the Milton and Edgewood Communities. Specifically, a ladder truck would provide the capability for suppressing fires in structures over three stories in height. Existing equipment has limited potential for extinguishing such fires. This is a capital need that responds more to the type of urban growth envisioned in the Comprehensive Plan than to estimated population levels in 2035.

Fire Insurance Rating

The City of Milton encourages fire providers to maintain an ISO insurance rating classification within the City of Milton of six or lower. The rating evaluation is conducted by the Washington Survey and Rating Bureau and is on a scale of one to ten, with one being the best and then the worst. An ISO insurance rating evaluation for East Pierce Fire & Rescue was completed in March 2015, resulting in an improved rating from the previous rating of six to a new rating of four. Pierce County Fire District No. 10 has a Washington Survey and Rating Bureau rating of five and King County Fire District No. 39 has a rating of three.

Fire Code

The City strictly enforces fire and building codes to assure that new construction will not unduly burden fire protection services. The City's fire-flow related code requirements also help to ensure that the City's utility systems can provide the water flow needed to respond to fires.

Capital Projects and Funding

Within the next 20 years, East Pierce Fire and Rescue plans to replace Station 118 with a new building on the existing site. The estimated cost of the station replacement in 2015 dollars is approximately \$11,073,438. It also plans to purchase a ladder truck in order to serve buildings over three stories tall. The estimated cost of a ladder truck is \$1,267,000. Replacement of Station 118 and purchase of the ladder truck are anticipated to be financed through the issuance of general obligation bonds by the fire district.

Libraries

In addition to schools, public libraries also offer education, information and recreational services to the community. The Milton Pierce County Library is the only public library in the City. Milton citizens voted to annex to the Pierce County Library System in 1999, effective in January 2001.

Inventory of Existing Facilities

The Milton Pierce County Library is a full service public library. Originally a 1,625 square foot facility located adjacent to Milton City Hall, it was relocated into a store front in the Lake Surprise Shopping Center in January 2011. The expanded facility is now 6,583 square feet and provides residents access to a collection of over 28,000 books, movies, music, magazines, audiobooks and reference resources. The library has a meeting room for use by civic groups, as well as two conference rooms for small groups. Public computers are available and free Wi-Fi is available to mobile computer users in the library as well as in the surrounding neighborhood.

As part of the Pierce County Library System, Milton residents have access to the System's collection of 1.7 million books, movies and other resources, as well as its online collection that provides free access to downloadable books, movies, music, magazine and audiobooks. In 2014, the Milton Library had 96,049 visitors and checked out 211,056 books. It currently has 9,774 library cardholders.

A 24/7 digital branch also provides Milton residents with access to library services and materials. Mobile services reach schools, adult care facilities, the homebound, and are present at community events. Pierce County Library has reciprocal borrowing agreements that provide Milton residents with free use of other Washington libraries including the nearby King County Library System, Tacoma Public Library and the Puyallup Public Library.

Forecast of Future Needs

"Pierce County Library 2030", the Library's facilities master plan, was completed in January 2010 with the input and participation of community residents. It establishes a service level target of 0.61 to 0.71 square feet per resident. The desired service level is based on best planning practices for library design and space, both nationally and within the West Coast region. The plan identifies the need to regularly evaluate and revise target service levels to reflect changing technology and service directions. In the future the Library will need to reassess service level targets to ensure they accurately reflect changing needs and use patterns of the community.

Milton's estimated 2035 population is 8,434 people. Based on this estimate, the Milton Pierce County Library will continue to exceed current level of service standards in 2035.

Capital Projects and Funding

As one of the Pierce County Library's newest facilities, the Milton Library is not scheduled for major capital improvements during the next 20 years. As such, no funding is needed.

Sewer⁴

Pierce County Public Works and Utilities is the primary provider for the City. The Lakehaven Utility District serves a small area in the northeast corner of Milton. There are also a few septic systems still in existence throughout the City.

Inventory of Existing Facilities

Wastewater Treatment

Pierce County Public Works and Utilities Sewer Division and the Lakehaven Utility District both own a portion of the Average Daily Water Flow (ADWF) at the Tacoma Central Wastewater Treatment Plant (WWTP). The Tacoma Central WWTP treats wastewater from the City of Milton. This plant has a

⁴ Information provided in the sewer section is from the 2012 Pierce County Unified Sewer Plan

permitted capacity of 60 million gallons per day (MGD). The plant is a pure oxygen activated sludge secondary treatment plant with a permitted Maximum Month Flow (MMF) of 60MGD. Ninety (90) percent oxygen is used in aeration basins to provide efficient oxygen transfer to the bacteria in the treatment process. Aeration basins are covered to keep oxygen levels high in the tanks.

Conveyance System

Milton is located in Pierce County’s Hylebos service area in the Puyallup River Basin. The Hylebos Service area is serviced by a series of 18 through 48-inch interceptors and 9 pump stations. Wastewater flows from the City of Milton down to the Hylebos Pump Station where it pumps to the Taylor Way Pump Station and then connects into the City of Tacoma Central WWTP conveyance system and into the Tacoma Central WWTP. See Tables 10 and 11 for a list of conveyance facilities in the Hylebos service area.

Table 10. Interceptor Lines

Name	Size (inches)	Length (feet)
Milton-Hylebos Interceptor	15-48	15,262
Hylebos ULID Interceptor	6-18	5,034
Small force mains	4-6	7,875
Small gravity mains	8-12	149,439

Table 11. Pump Stations

Name	Number	Type of Station	Location	Capacity (gallons per minute)
Hylebos	03	Wet/Dry Well	6200 12th Avenue East	1,250
Taylor Way	04	Wet/Dry Well	3801 Taylor Way	1,350
Olympic	90	Submersible	388th 22nd Avenue Court	40
Emerald	91	Wet/Dry Well	501 5th Avenue	250
Porter	93	Pneumatic Ejector	420 Porter Way	65
Birch	94	Pneumatic Ejector	301 19th Avenue	40
Greenwood	96	Self-Priming	2205 6th Avenue	150
North Surprise Lake	97	Wet/Dry Well w/ odor control	2309 Milton Way	300
South Surprise Lake	98	Wet/Dry Well	2300 Taylor Way	450

Forecast of Future Needs

Wastewater Treatment

In 2008, the Hylebos service area contributed roughly 0.5 MGD ADWF to the Tacoma Central WWTP. This is expected to increase to approximately 3.0 MGD ADWF under projected build out. No additional

improvements to the Tacoma Central WWTP are anticipated at this time to accommodate increased flow from the Hylebos service area.

Given land use designations in the Hylebos service area, wastewater is expected to remain primarily residential. Any new commercial businesses within the City of Milton and in unincorporated Pierce County will be required to comply with the Pierce County prohibited discharges and industrial pretreatment regulations. Any new commercial and industrial businesses in the East Hylebos basin of the Lakehaven Utility District will be required to conform to the industrial pretreatment and prohibited discharges regulations of the Lakehaven Utility District.

Conveyance System

It is anticipated that improvements to the Hylebos service area conveyance system will be needed in the next 20 years in order to meet demand. Projects are proposed for the Fife Heights Trunk, Hylebos 5 Force Main, and Hylebos 5 Pump Station.

Conveyance system improvements for the Hylebos Service Area assume that the Lakehaven Utility District does not increase the amount of flow beyond the volume contractually permitted from the Lakehaven's East Hylebos service area prior to sending flows to the Lakota WWTP. Should Lakehaven's intentions change, expansion of the Milton-Hylebos Interceptor will be needed to accommodate the additional wastewater flowing to Tacoma Central WWTP through the Pierce County Wastewater Utility conveyance system.

Capital Projects and Funding

The Pierce County Unified Sewer Plan includes two proposed improvements that impact the City of Milton. Both are estimated for completion after 2025. The proposed projects are listed below. Specific funding sources have yet to be identified for these projects. In general, the Pierce County Public Works and the Lakehaven Utility District fund sewer infrastructure projects through a combination of sewer operating funds, bonds, and non-utility sources such as grants and loans.

- Hylebos 5 Force Main (Project # FM99-03) - Proposed for completion in 2030
The 18-inch diameter Hylebos 5 Force Main (FM99-03) will transmit wastewater to Tacoma Central WWTP from Fife Heights, Lakehaven's East Hylebos Basin, and the City of Milton. The pressure line is estimated to extend a distance of 17,394 feet from the Hylebos 5 Pump Station to Tacoma Central WWTP. Estimated cost: \$5,218,000 (in 2009 dollars).
- Hylebos 5 Pump Station (Project # PS99-04) - Proposed for completion in 2030
The Hylebos 5 Pump Station (PS99-04) is estimated to receive a peak flow of 4.5 MGD. The pump station will convey wastewater from the Fife Heights Trunk and Milton-Hylebos Interceptors to the new Hylebos 5 Force Main (FM99-03) en route to the Tacoma Central WWTP. This improvement coupled with the Hylebos 5 Force Main will relieve capacity in Tacoma's Lincoln Avenue pump station and force main and provide additional conveyance

capacity for future development of the service area. Estimated cost: \$2,500,000 (in 2009 dollars).

Schools⁵

The City of Milton is served by the Fife School District. The Fife School District serves a population of over 15,000 students. It includes the cities of Fife, Milton, and Edgewood; unincorporated areas of Trout Lake, Jovita, Fife Heights; and a portion of the Port of Tacoma.

Inventory of Existing Facilities

All of the schools in the Fife School District serve students from the City of Milton. A summary of school facilities is provided in Table 12.

Table 12. Inventory of Existing School Facilities in the Fife School District

School	Grades	Year Built	Location
Discovery Primary School	K1 and preschool	1992	1205 19th Ave, Milton
Endeavour Intermediate School	Grades 2-5	1951, with major renovation in 1993	1304 17th Ave, Milton
Alice V. Hedden Elementary School	Grades 2-5	2001	11313 8th Street East, Edgewood
Surprise Lake Middle School	Grades 6-7	1970, with major renovation in 1992	2001 Milton Way, Milton
Columbia Junior High School	Grades 8-9	2003	2901 54th Ave E, Fife
Fife High School	Grades 10-12	1930, with major renovation in 1995	5616 20th St E, Fife

Forecast of Future Needs

Beginning with the 2014-15 school year, the district will no longer be providing part time kindergarten to students, and will be moving to a full time instructional model. To address the additional classroom needs as a result of this model, as well as enrollment projections, the district needs to add 5 additional classrooms to Discovery Primary School within the next six years.

Enrollment in the Fife School District is expected to increase between 2014 and 2020. As core facilities become overcrowded, the District will utilize portable classrooms and consider grade re-configuration to accommodate student growth on a temporary basis until enrollment is sufficient to occupy a new school. Projected enrollment levels between 2014 and 2020 are listed in Table 13.

⁵ Information provided in the schools section is from the 2014 Fife School District Capital Facilities Plan.

Table 13. Enrollment Forecasts, 2014-2020

School	2014 Enrollment	2020 Enrollment
Discovery Primary School	553	617
Endeavour Intermediate School	603	673
Alice V. Hedden Elementary School	493	550
Surprise Lake Middle School	516	600
Columbia Junior High School	555	583
Fife High School	777	825

Note: Enrollment figures are based on District-adjusted 13/14 OSPI enrollment projections

Capital Projects and Funding

During the next six years, the Fife School District has the following planned improvements. The primary funding source for these projects will be general obligation bonds, with impact fees providing an additional funding source. These projects may also be eligible for state funding assistance.

- Discovery Primary School: Add 5 additional classrooms to the existing school within the next six years. This would provide capacity for an additional 85-95 students. The estimated cost for these additional classrooms is \$2,605,350.
- Surprise Lake Middle School: Add 12 new classrooms to the school within the next six years. This would provide capacity for an additional 240 students. By expanding Surprise Lake Middle School, the district would then address grade level reconfiguration across the district to balance capacity at all of the schools. The estimated cost for these additional classrooms is \$6,326,987.

4. Capital Facilities Funding Sources

The preceding section of the Capital Facilities Element lists capital improvement projects that the “Forecasts of Future Needs” for each type of public facility indicate are necessary. The “Funding” for each type of public facility summarizes funding sources for those projects and/or improvements. This section provides more information about those funding sources, and descriptions of additional funding sources that the City does not currently use, but which may be available to the City for some of its capital improvement projects. The descriptions of funding sources include any restrictions on the type of projects that can be funded, but there are no references to any specific project. The funding sources are presented in six categories: 1) Developer Payments, 2) Local Taxes, 3) Rates, Fees or Charges, 4) Property Assessments, 5) Debt (Borrowed Money), and 6) Grants.

Developer Payments

Payments by developers can take several forms: impact and mitigation fees, system development charges, and developer financing.

Impact and Mitigation Fees

The City has the ability to require developers to pay the cost of improvements necessary to offset the additional burden created by the new development on four types of public facilities: transportation, parks, fire protection and schools. Impact fees can be required by ordinance for specified system improvements as a predetermined, proportional share of the cost of new facilities required to offset impacts. The facilities to which impact fees are applied must be identified in the Capital Facilities Element. Impact fees must be expended on the identified projects within ten years or be refunded. The fees may also be charged for improvements that are already constructed, if such improvements serve the new development, but they cannot be used to make up for existing deficiencies. Milton currently requires impact fees for transportation and schools.

Alternatively, the City can collect mitigation fees through the SEPA review process. These fees must apply to impacts that can be directly associated with the development project. Unlike impact fees, mitigation fees are applied on a case-by-case basis which is costly, time-consuming, and the results are not predictable.

Charges for Utilities

Utilities can collect a form of impact fee, but they have different names, such as system development charges, plant investment fees, or general facility charges. The City may adopt these charges to finance improvements of general benefit to the total utility system that are required to meet future growth. The charges are generally established as one-time charges assessed against developers or new customers as a way to recover a part or all of the cost of additional utility system capacity constructed for their use.

The charge is deposited in a separate fund to construct the facilities. The intent is that all new system customers will pay an equitable share of the cost of the utility system improvements needed to accommodate growth.

Developer Financing

Developers may fund the construction of capital facilities to serve property within new plats. The developer improvements, such as utility lines, local streets or local parks, are turned over to the City for operation and maintenance when completed.

It may be necessary, in some cases, to require the developer to construct more facilities than those required by their development in order to provide improvements beyond or greater than the development. The City may, by policy, reimburse the developer through direct outlay, latecomer charges, or reimbursement agreements for the additional cost of facilities. Developer reimbursement (latecomer) agreements generally provide up to 10 years or more for developers to receive payment from other development.

Local Taxes

Local taxes can include real estate excise taxes that must be used for capital improvements, or other types of taxes that can be used for any purpose.

Real Estate Excise Tax (REET)

The City is allowed to assess a 0.5 percent tax on the sale of real estate. The proceeds may be used for projects that are identified in the Capital Facilities Element, debt service on previous capital projects, or a limited portion for street maintenance. Milton currently charges the full 0.5% REET in the two increments of 0.25% authorized by state law. REET 1, the first 0.25%, is regularly used by Milton for debt service to repay a Public Works Trust Fund loan for streets. A small amount of REET 2, the second 0.25%, is used for parks, and a larger amount is used for streets. Both REET funds have fund balances that could be used for capital projects.

Other Local Taxes: Property Taxes, Sales Taxes, Utility Taxes

The City collects property taxes, sales taxes and utility taxes, and small amounts from gambling taxes. Milton, like other cities, uses these taxes to pay for City operations through its "General Fund". Milton has transferred some General Fund money to its Street Fund to pay for maintenance and/or capital projects.

Rates, Fees or Charges

Rates, fees and charges are amounts collected by cities for the use or consumption of specific facilities and their products or services.

Utility Rates

Utility rates are controlled by the governing body that controls the utility. For example the rates for water and electricity are controlled by the Milton City Council while the sewer rates are controlled by the Pierce County Sewer District.

Most water, sewer, and electric utilities charge their customers for the water they use, the sewage they discharge, and the electricity they use. The rates pay for the operation and maintenance of the utility, but the rates can also include amounts needed to construct capital improvements, and/or repay the

debt (borrowed money) that was used to construct the facilities. Milton charges utility rates for its water and electric utilities.

Storm Drainage Fees

Milton, like many other cities, charges a fee to property owners for the cost of maintaining and improving the City's stormwater facilities.

Property Assessments

Assessments paid by property owners are made to local improvement districts that can build capital improvements that benefit the properties in the district.

Local Improvement Districts

Some capital improvements can be built and funded through the formation of a Local Improvement District (LID). The district builds the capital improvement, and property owners in the district pay an assessment that is based on the value of the benefit that each property receives from the capital improvement.

Local Improvement District financing is primarily applied to water, sewer, and street system capital improvements for previously unserved or underserved areas. Typically, LIDs are formed by the City at the written request (by petition) of the property owners within a specific area of the City. Upon receipt of a sufficient number of signatures on petitions, the local improvement area is defined, and a system is designed for that particular area in accordance with the City's Municipal Code. Each separate property in the LID is assessed in accordance with the special benefits the property receives from the system improvements.

The advantages of LID financing to the property-owner include:

- The ability to avoid interest costs by early payment of assessments.
- If the LID assessment is paid off in installments, the interest may be eligible to be deducted from federal income taxes.
- Some Community Block Grant funds are available to property owners with incomes near or below the poverty level. Funds are available only to reduce assessments.

The primary disadvantage to the LID process is that it may be difficult to approve formation. The LID process may be stopped if owners of 40 percent of the property within the LID boundary protest its formation.

Debt (Borrowed Money)

The City can borrow money to build capital improvements, but the debt must be repaid by other money, such as taxes or fees paid by Milton residents.

General Obligation Bonds

The City may issue general obligation bonds to finance almost any project of general benefit to the City. The City must submit the proposed bonds to the voters to ask approval to issue the bonds (i.e., borrow

the money) and also to increase property taxes to repay the bonds. The property taxes are levied annually against all privately owned properties within the City. This includes vacant property which otherwise would not contribute to the cost of such general improvements. This type of bond issue is usually reserved for municipal improvements that are of general benefit to the public, such as arterial streets, bridges, lighting, municipal buildings, firefighting equipment, and parks. Inasmuch as the money is raised by taxes levied on property values, the business community also provides a fair share of the funds to pay off such bonds.

General obligation bonds typically carry the lowest rate of interest of all types of bonds available to the City because they are backed by the additional property taxes that the voters approve as part of approving the issuance of the bonds.

Disadvantages of general obligation bonds include the following:

- Voter approval is required which may be time-consuming, and the risk that voters will not approve the bond.
- The City has a legal limit on the total amount of general obligation debt. Financing large capital improvements through general obligation debt limits the ability of the city to issue future debt.
- Extensive use of general obligation debt may endanger the City's credit rating.

Revenue Bonds

The most common source of funds for utility construction is the sale of revenue bonds. User charges and connection fees from the individual utility customers are collected by the City and used to repay the revenue bonds. The revenue bond should relate the benefit of the project to the revenues derived from the beneficiaries. The fiscal analysis to determine the feasibility for reimbursement should be on an investment basis; that the additional income derived from the specific improvement would be sufficient to pay for the facility, including interest.

The City is capable of issuing tax-exempt revenue bonds up to a 20-year term without public vote. In order to qualify to sell revenue bonds, the City must show that its net operating income (gross income less expenses from the utility) is equal to or greater than 1.4 times the annual principal and interest payments due for all outstanding bonded indebtedness. This 1.4 factor is commonly referred to as the coverage factor and is applicable to revenue bonds sold on the commercial market. As a comparison, the Farmers Home Administration loan program only requires a coverage factor of approximately 1.1.

The major disadvantages to revenue bonds when compared to general obligation bonds are:

- Issuance costs tend to be higher.
- Interest rates tend to be higher because of lower security than the property taxes that repay general obligation bonds.
- Revenue bonds usually require that all of the project's net revenues first be applied to either reducing outstanding debt or creating reserve funds for the same purpose.

Farmers Home Administration

The Farmers Home Administration, a Federal agency, has a loan program for needy communities that

cannot obtain funding by commercial means through the sale of revenue bonds. The loan program provides long-term 30- to 40-year loans at an interest rate that is based on federal rates, varying with the commercial market. Milton is not likely to get funding from this source because of its income level and because it still has other financing mechanisms available to it.

State Revolving Loan Fund

State low-interest loans and loan guarantees administered by the Department of Ecology for water pollution control projects. Applicants must show a water quality need, have a facilities plan for treatment works, and show the ability to pay back the loan through a dedicated source of funding. Funds must be used for construction of water pollution control facilities (wastewater treatment plants, stormwater treatment facilities, etc.).

State Public Works Trust Fund

The Public Works Trust Fund (PWTF) is a revolving loan fund designed to help local governments finance needed public works projects through low-interest loans and technical assistance. The PWTF, established in 1985 by legislative action, offers loans substantially below market rates, payable over periods ranging up to 20 years. The City of Milton has a PWTF loan.

Beginning in 2013, the State has diverted the money from PWTF to other uses; therefore no new PWTF loans are available in the near future. The following description of the program is included in the event that the State restores funding to the PWTF at any point in the future.

Interest rates are 1, 2, or 3 percent, with the lower interest rates providing an incentive for a higher local financial share. A 20 percent local share qualifies the applicant for a 2 percent interest rate and a 30 percent local share qualifies for a 1 percent PWTF loan. The local community must provide a minimum of 10 percent of project costs. The useful life of the project determines the loan term, with a maximum term of 20 years.

To be eligible, an applicant must be a local government, have a long-term plan for financing its public works needs, and have an approved Comprehensive Plan under the Growth Management Act. If the applicant is a county or city, it must adopt the optional real estate excise tax (REET) dedicated to capital purposes. Eligible public works systems include streets and roads, bridges, storm sewers, sanitary sewers, and domestic water.

Grants

Grants are money received by the City from other governments using their taxes to fund the grants. Most grants to cities are from the State of Washington or the U.S. Government. They are usually received for a specific project. Grant revenues are becoming more and more competitive. The amount of money available for grants is declining due to budget issues at both the Federal and State level, and decreases of gasoline purchases which reduces gas taxes, one of the main sources of grants for transportation. Furthermore, federal "earmarks" (a direct appropriation, rather than a competitive grant) used to be common, and now are virtually nonexistent.

Transportation Grants

Grants are made by the U.S. Government and the State of Washington to help cities and counties pay for a variety of transportation improvements. There are several different grant programs. Milton has received several transportation grants and expects to receive additional grants in the future. Each grant program has its own focus on different aspects of transportation, and each has its own criteria for selecting which projects it will support with its grant funds. Grants are typically competitive: many cities and counties submit applications and compete for the grant awards, but not all applications are awarded a grant.

Centennial Clean Water Fund

State grants and loans administered by the Department of Ecology available for the design, acquisition, construction, and improvement of Water Pollution Control Facilities and related activities to protect water quality. State grants and loans are available based on a local matching share between 25% and 50%.

Department of Health Water Grants

State grants available for upgrading existing water systems, ensuring effective management, and achieving maximum conservation of safe drinking water. Grant funds can be used for technical assistance for upgrading current water systems.

Aquatic Land Enhancement Account (ALEA)

Grant program administered by the Department of Natural Resources. ALEA funds are limited to water dependent public access/recreation projects or on-site interpretive projects. A 25 percent local match is required.

Recreation and Conservation Office

The Washington State Recreation and Conservation Office (RCO) provides 14 different programs of grant funding for the acquisition, development and renovation of outdoor recreation facilities. Park and boating program grants require a 50 percent local match.

Housing and Urban Development Block Grant

The City may qualify for Federal Department of Housing and Urban Development (HUD) Community Development Block Grants depending on its needs and the ability to compete with other communities. To qualify for a block grant, the applicant must show that the project predominantly benefits low- and moderate-income persons or households, therefore Milton is not likely to receive funding from this source.

Farmers Home Administration

A Federal Agency, the Farmers Home Administration (FmHA), has a loan program, which, under certain conditions, includes a limited grant program. Grants are awarded to the most financially needy communities where utility and garbage rates are established at or higher than similar municipalities.

Conservation Futures

Administered by Pierce County Government, Conservation Futures is a land preservation program for

protection of threatened areas of open space, wetland, habitat areas, timber and agricultural lands. Funding is through a State authorized County property tax from which funds are used to acquire the land or the rights to future development of the land. Monies are budgeted annually by the Pierce County Council.⁶

[Back to Agenda Bill](#)

DRAFT

⁶ Pierce County Code Chapter 2.96: RCW 84.34.200



To: Mayor Perry and City Councilmembers
From: Chris Larson, Contract Associate Planner
Aaron Nix, Community Development Director
Date: June 15th, 2015
Re: Development Regulation Update

ATTACHMENTS: 1 – Proposed Development Regulations Modifications Ordinance
2 – Department of Ecology Email and Attachment (to be provided)

Type of Action:

Information Only Discussion Action (Council's Discretion) Expenditure Required

Recommendation/Action: Staff is looking for comment from the Council to hone in the final work product for adoption at a Special Meeting on June 29, 2015. **Or,**

Alternative Action: If Council wishes to adopt the **Development Regulations Modifications** at this meeting – “I move to ...”

Fiscal Impact/Source of Funds: None.

Issue: Amendments to the City's Development Regulations.

Previous Council Review: At the Council's June 8th, 2015 meeting, staff discussed the proposed changes to the Development Regulations and the input the City had received.

Background: At the February Planning Commission meeting, the Commission reviewed the proposed amendments to the Development Regulations. A Public Hearing was held on these Development Regulation Amendments by the Planning Commission on May 27, 2015.

Proposed changes:

- Street Improvement Requirements (section 2 of ordinance) – Adding Single Family Residential construction to the list of development types that are on the hook for frontage improvements.
- Disposition of Traffic Impact Fees (section 3 & 4 of ordinance) – Updating the timeline for spending traffic impact fee, consistent with new state law.
- Critical Areas (section 5 -7 of ordinance) – The City received input from Donna Buntin, Critical Areas Coordinator for the Department of Ecology. The amendments shown in the ordinance reflect that input. The email from Donna and associated attachment is included as Attachment 2. As previously mentioned there has been a change in the science behind buffer widths since the City last updated its Critical Areas Ordinance.

The City is updating the Critical Areas Ordinance to be consistent with the new science regarding wetland classification, habitat score, and buffer widths for different types of wetlands. The buffer distances recommended by Ecology, can be increased but not decreased.

- Concurrency Management (section 8 of ordinance) – This section was created from the drafts presented to the Planning Commission at the February meeting. The overall concept is that certain developments require a “concurrency test”. If the test fails, (i.e. the development will reduce the Level of Service below those minimums adopted in the Comprehensive Plan) then the development will need to provide mitigation to assure the Level of Service does not drop below the allowed minimums identified in the Comp Plan.

**CITY OF MILTON
ORDINANCE ____**

**AN ORDINANCE OF THE CITY OF MILTON,
WASHINGTON; AMENDING SECTIONS 12.24.160,
16.84.050, 16.84.060, 18.06.020, 18.16.310, 18.16.320, AND
ADDING A NEW SECTION 17.75 TITLED
“CONCURRENCY MANAGEMENT”; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE**

WHEREAS, the State Growth Management Act requires the City to periodically review and update the City’s development regulations; and

WHEREAS, the City of Milton Planning Commission met in regular session on February 25th, March 25th, and May 27th, to discuss the proposed development regulation amendments; and

WHEREAS, the Planning Commission held a public hearing on May 27th, 2015 to receive public input on the proposed amendments; and

WHEREAS, the City performed a SEPA analysis and issued a Determination of Non-significance on April 29th, 2015; and

WHEREAS, the State Department of Commerce has been provided with 60-day notice of intent to adopt the comprehensive plan update on April 30th, 2015 and were provided with the Material ID # 21121.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. Findings. The above recitals are hereby adopted by reference as legislative findings in support of this ordinance. The City Council further enters the following additional findings:

- A. The code amendments set forth herein bear a substantial relation to the public health, safety and welfare.
- B. The code amendments set forth herein are in the best interest of City of Milton residents.
- C. The code amendments set forth herein satisfy all relevant criteria for approval and adoption.
- D. The zoning code amendments set forth herein have been processed, reviewed, considered and adopted in material compliance with all applicable state and local procedural

requirements, including but not limited to the requirements codified in and Chapter 36.70A RCW and Chapter 35A.63 RCW.

E. All relevant procedural requirements of the State Environmental Policy Act have been satisfied with respect to this ordinance.

Section 2. Section 12.24.160 of the Milton Municipal Code is hereby amended as follows

12.24.160 Street improvement requirements.

A. All newly dedicated streets shall be improved with a permanent street as approved by the public works director. Improvements shall be permanent hard surface, three-inch asphalt concrete pavement with all the proper base course and drainage control as approved by the public works director or city engineer.

B. All streets shall be improved with no less than a 26-foot width of pavement.

C. Minimum pavement width for half-street improvements shall be 24 feet.

D. Street improvements and street frontage improvements shall be required as follows:

1. Curbs, gutters, and sidewalks shall be required for all frontage improvements on arterial streets designated in the city's comprehensive plan. Frontage improvements shall also be required on the following residential streets: Oak Street, Kent Street from Porter Way to Kent Way, 10th Avenue from Yuma Street to Taylor Street, and 11th Avenue from Taylor Street to Milton Way.

2. Five-foot-wide bike lanes shall be required on all streets designated as bike routes in the city's comprehensive plan.

3. For full subdivisions, frontage improvements shall be required on both sides of all internal streets, regardless of whether they are public or private streets, and on all existing streets adjacent to the subdivision.

4. For three- and four-lot short plats, frontage improvements shall be constructed on all street frontages adjacent to the short plat, including a lot with an existing house if applicable.

5. Curbs, gutters, and sidewalks shall be required on one side only of an internal street serving a four-lot subdivision.

6. For a two-lot short plat, where a house is located on one lot, curbs, gutters, and sidewalks shall be required on existing street frontages adjacent to the lot to be developed in accordance with the policies for requiring frontage improvements in developed areas. However, no frontage improvements shall be required on the lot which contains the existing house. Where neither lot contains an existing house, frontage improvements shall be required on existing streets adjacent to both lots.

7. If a two-lot short plat is proposed, where one lot is a developed lot with frontage on a public street, and a new "panhandle lot" is created behind the front lot, frontage

improvements will be required on the lot fronting the public street in accordance with the policies for requiring frontage improvements in developed areas.

8. For a two-lot short plat, where both lots contain an existing house, no frontage improvements will be required.

9. All development, including single-family home construction, and all short plats, in the MX zone shall construct frontage improvements on all adjacent street frontages.

10. For all commercial, industrial, and multifamily developments, frontage improvements shall be required on all existing streets adjacent to the proposed development.

11. Where the construction of frontage improvements requires the construction or relocation of utilities, the cost of such utility construction or relocation shall be borne by the developer or property owner.

12. Single Family residences in accordance with the policies for frontage improvements in developed areas.

NOTE: "Frontage improvements" shall mean the construction of cement concrete curbs, gutters, and sidewalks. Frontage improvements and street improvements shall include design and construction of storm water facilities as required by the most currently adopted storm water manual and at the direction of the city engineer or designated city engineer. They may also include landscaping where required by the Milton Municipal Code.

Wherever cement concrete curbs are required, vertical curbs shall be installed. Rolled or wedge curbs shall not be allowed.

Section 3. Section 16.84.050 of the Milton Municipal Code is hereby amended as follows

16.84.050 Disposition of impact fee revenues.

A. A fund is hereby created for receipt of impact fees.

B. The impact fees collected pursuant to the provisions of this chapter shall be deposited into the fund. Pending application as provided in this chapter, the moneys deposited in the accounts of the fund shall be invested in any investment authorized for the investment of city funds. All interest and profits derived from the investments of moneys in each account in the impact fee fund shall be retained in such account.

C. The impact fees deposited in the fund, and the interest and profit received from the investments therefrom, shall be expended only for public facilities of the type for which such impact fees were collected, in conformity with the city's comprehensive plan, capital facilities plan element, and 2002 transportation mitigation impact fee study and expended or encumbered within ten years of receipt by the city, unless written findings by the city council identify an extraordinary and compelling reason for the city to hold the fees for a longer time. The city shall account for annual expenditures and shall comply with this section in successive comprehensive plans, transportation plans and capital facilities plans as appropriate.

D. The city shall prepare an annual report on the fund which shows the source and amount of all moneys collected, earned or received and the public facilities that were financed in whole or in part by impact fees.

Section 4. Section 16.84.060 of the Milton Municipal Code is hereby amended as follows

16.84.060 Refunds.

A. The city shall refund, to the current owners of property on which an impact fee has been paid, any impact fees paid with respect to such property that has not been expended or encumbered for public facilities of the type of which such impact fees were collected within ten years from the date of receipt or such longer period of time as is established in the event that the city council finds that an extraordinary or compelling reason exists to hold the fees longer than ten years as provided in MMC 16.84.050. Impact fees shall be considered encumbered on a first-in, first-out basis. The city shall notify potentially refund claimants by first class mail deposited within the United States Postal Service at the last known address of the claimants.

B. The city shall also refund to the current owner of property which an impact fee has been paid all impact fees paid with respect to such property if the development activity for which the impact fee was imposed did not occur within ten years from the date of receipt or such longer period of time as is established and no impact has resulted; provided, that if some, but not all, of the development activity for which the impact fee was imposed occurred, the impact will be deemed to have occurred, and no refund shall be available under this section.

C. Owners seeking a refund of impact fees must submit a written request for a refund of impact fees to the city clerk or designee within one year of the date of the right to claim the refund arises, which, for purposes of refund claims authorized pursuant to subsection B of this section only, shall be the date of voluntary or involuntary abandonment of the building permit, or the date that notice is given as provided in subsection A of this section, whichever occurs later. Refunds of impact fees shall include interest and any profits earned on the impact fees from the date of their receipt to the date of refund, as a percentage of the interest/profits earned by the fund on an annual basis. Any impact fees not expended within the time limitations described in MMC 16.84.050 and for which no application for a refund has been made within the one-year claim period, shall be retained by the city and expended on public facilities of the type for which such impact fees were initially collected, without further limitation as to the time of expenditure.

D. In the event a refund is made by the city pursuant to this section, the city may, but is not required to, review the original approval or authorization for which the mitigation fees had been paid under this chapter. Refund of the mitigation fees shall be deemed to be a change in conditions which allows for review of the development activity for which approval was previously given. Review of such development activity shall be governed by the provisions of local and state law.

Section 5. Section 18.06.020 of the Milton Municipal Code is hereby amended as follows

18.06.020 Definitions.

In addition to those definitions contained within WAC 197-11-700 through 197-11-799, when used in this title, the following terms shall have the following meanings, unless the context

indicates otherwise. Words and phrases used in this title shall be interpreted as defined below. Where ambiguity exists, words or phrases shall be interpreted so as to give this title its most consistent and reasonable application in carrying out its regulatory purpose.

“Fish and wildlife habitat conservation areas” are areas necessary for maintaining fish and wildlife species in suitable habitats within their natural geographic distribution so that isolated subpopulations are not created as designated by WAC 365-190-080(5). Fish and wildlife habitat areas do not include such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of and are maintained by a port district or an irrigation district or company.

Section 6. Section 18.16.310 of the Milton Municipal Code is hereby amended as follows

18.16.310 Wetlands designation and classification.

A. Wetlands Designation. Wetlands are designated in accordance with the approved federal wetlands delineation manual and applicable regional supplement. Wetlands are areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas.

1. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway.
2. Wetlands may include those artificial wetlands intentionally created from nonwetland areas to mitigate the conversion of wetlands.

B. Wetlands Classification. Wetlands shall be rated according to the Washington State Wetland Rating System for Western Washington – 2014 update (Department of Ecology Publication #14-06-029, October 2014 – Effective January 2015, or as revised). This document contains the definitions, methods and a rating form for determining the categorization of wetlands described below:

1. Category I wetlands include those that receive a score of 23 through 27 based on functions, or those that are rated Category I based on special characteristics as defined in the rating form.
2. Category II wetlands include those that receive a score of 20 through 22 based on functions, or those that are rated Category II based on special characteristics as defined in the rating form.
3. Category III wetlands include those that receive a score of 16 through 19 based on functions.
4. Category IV wetlands score less than 16 points based on functions.

Section 7. Section 18.16.320 of the Milton Municipal Code is hereby amended as follows

C. Wetland Buffers.1. Buffer Requirements. The standard buffer widths in Table 1 – “Wetland Buffers” have been established in accordance with the best available science. They are based on the category of wetland and the habitat score as determined by a qualified wetland professional using the Washington state wetland rating system for western Washington.

- a. The use of the standard buffer widths **requires** the implementation of the measures in Table 2, where applicable, to minimize the impacts of the adjacent land uses.
- b. If an applicant chooses not to apply the mitigation measures in Table 2 – “Required measures to minimize impacts to wetlands”, then a 33% increase in the width of all buffers is required. For example, a 75-foot buffer with the mitigation measures would be a 100-foot buffer without them.
- c. The standard buffer widths assume that the buffer is vegetated with a native plant community appropriate for the ecoregion. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species that do not perform needed functions, the buffer should either be planted to create the appropriate plant community or the buffer should be widened to ensure that adequate functions of the buffer are provided.
- d. If the wetland is a Category I or II wetland with a habitat score greater than 5 points and it is located within 300 feet of a priority habitat area as defined by the Washington State Department of Fish and Wildlife, the applicant shall provide a relatively undisturbed vegetated corridor at least 100 feet wide between the wetland and the priority habitat area. The corridor shall be protected for the entire distance between the wetland and the priority habitat through a conservation easement, native growth protection easement or the equivalent; an

Table 1 – Wetland Buffers				
Wetland Category	Buffer Width if wetland scores 3-4 habitat points	Additional buffer width if wetland scores 5 habitat points	Additional buffer width if wetland scores 6-7 habitat points	Additional buffer width if wetland scores 8-9 habitat points
Category I: Based on total score	75ft	105ft	165ft	225 ft
Category I: Bogs and Wetlands of High Conservation Value	190 ft			225ft
Category I: Forested	75ft	105ft	165ft	225ft
Category I: Estuarine	150 ft (habitat scores not applicable)			
Category II: Based on score	75 ft	105ft	165ft	225ft
Category III (all)	60 ft	105ft	165ft	225ft
Category IV (all)	40 ft			

Table 2 – Required measures to minimize impacts to wetlands		
Examples of Disturbance	Examples of Activities That Cause the Disturbance	Examples of Measures to Minimize Impacts
Lights	Parking lots Warehouses Manufacturing Residential	<ul style="list-style-type: none"> • Direct lights away from wetland
Noise	Manufacturing Residential	<ul style="list-style-type: none"> • Place activity that generates noise away from the wetland • If warranted, enhance existing buffer with native vegetation plantings adjacent to noise source • For activities that generate relatively

Table 2 – Required measures to minimize impacts to wetlands

Examples of Disturbance	Examples of Activities That Cause the Disturbance	Examples of Measures to Minimize Impacts
		<p>continuous, potentially disruptive noise, such as certain heavy industry or mining, establish an additional 10' heavily vegetated buffer strip immediately adjacent to the outer wetland buffer</p>
Toxic runoff	<p>Parking lots</p> <p>Roads</p> <p>Manufacturing</p> <p>Residential areas</p> <p>Application of agricultural pesticides, herbicides, fungicides, fertilizers</p> <p>Landscaping</p>	<ul style="list-style-type: none"> • Route all new untreated runoff away from wetland while ensuring the wetland is not dewatered. • Utilize and require covenants limiting use of pesticides within 150 feet of wetland • Apply Integrated pest management programs
Change in water regime	<p>Any impermeable surface</p> <p>Lawns</p> <p>Tilling</p>	<ul style="list-style-type: none"> • Infiltrate or treat, detain and disperse into buffer new runoff from impervious surfaces and new lawns.
Pets and human disturbance	Residential areas	<ul style="list-style-type: none"> • Use privacy fence OR plant dense vegetation to delineate buffer edge and to discourage disturbance using vegetation appropriate for the ecoregion. • Place wetland and its buffer in a separate tract or protect with a conservation easement.
Dust	Tilled fields	<ul style="list-style-type: none"> • Use best management practices to control dust

Table 2 – Required measures to minimize impacts to wetlands		
Examples of Disturbance	Examples of Activities That Cause the Disturbance	Examples of Measures to Minimize Impacts
Disruption of corridors or connections		<ul style="list-style-type: none"> • Maintain connections to offsite areas that are undisturbed. • Restore corridors or connections to offsite habitats by replanting.
Storm water runoff	Stormwater ponds Other stormwater facilities	<ul style="list-style-type: none"> • Retrofit stormwater detention and treatment for roads and existing adjacent development. • Prevent channelized flow from lawns that directly enters the buffer. • Use Low Intensity Development techniques (per PSAT publication on LID techniques).

Section 8. A new section 17.75, title “Concurrency Management” is hereby added to the Milton Municipal Code to read as follows

Concurrency Management

17.75.010 Intent and purpose.

A. Intent. Pursuant to the State Growth Management Act, Chapter 36.70A RCW, after the adoption of its comprehensive plan, the city of Milton is required to ensure that applicable public improvements or strategies to accommodate the impacts of development are made concurrent with the development. The intent of this chapter is to establish a concurrency management system to ensure that transportation facilities and services needed to maintain minimum level of service standards are available simultaneous to, or within a reasonable time after, development occupancy or use.

B. Purpose. It is the purpose of this chapter:

1. To ensure adequate levels of service on transportation facilities for existing land uses as well as new development;
2. To provide transportation facilities that achieve and maintain the city’s level of service standards as established in the comprehensive plan; and
3. To ensure that the city’s level of service standards are achieved concurrently with development as required by the Growth Management Act.

17.75.020 Definitions.

- A. “Adequate transportation facilities” means transportation facilities that meet or exceed the adopted standard of service set forth in the city’s comprehensive plan.
- B. “Applicant” means a person or entity who has applied for a development permit.
- C. “Available capacity” means the capacity for a transportation facility that is currently available for use.
- D. “Completion of development” means:
1. The certificate of occupancy, or other approval, has been issued by the city authorizing occupancy and the use of a development.
 2. Final plat approval in the case of residential plats involving single-family, townhouse or duplex development.
- E. “Concurrency test” means the comparison of the traffic generated by a proposed development with the unused or uncommitted capacity of existing and planned transportation facilities, in order to assess the impact of the proposed development on the transportation level of service.
- F. “Concurrent with development” means the improvements or transportation strategies are in place at the time of building permit issuance or residential preliminary plat approval, or the financial commitment is in place to complete the improvements or strategies within six years.
- G. “Development” means any proposed use of land or buildings or other structures and improvements on the land that create more than 10 additional peak pm trips.
- H. “Development permit” means a land use or building permit.
- I. “Development permit, final” means a building permit.
- J. “Development permit, preliminary” means short plat, preliminary plat, shoreline substantial development/conditional use permit, site plan approval, special use permit, conditional use permit.
- K. “Existing transportation facilities” means those transportation facilities in place at the time a concurrency test is applied.
- L. “Financial commitment” means revenue sources forecast to be available and designated for transportation facilities or strategies in the comprehensive plan or in the transportation element of the comprehensive plan, other unanticipated revenue from federal or state grants, or other sources for which the city has received a notice of commitment, and/or revenue that is assured by an applicant in a form approved by the city.

M. “Finding of concurrency” means the finding that is a part of the building permit or residential preliminary plat approval issued by the city indicating that the transportation system has adequate unused or uncommitted capacity, or will have adequate capacity, to accommodate traffic generated by the proposed development, without causing the level of service standards to decline below the adopted standards, at the time of development.

N. “Level of service standard” means a measurement of the quality of service provided by a facility, including traffic conditions along a given roadway or at a particular intersection, and of transit service. Roadway and intersection level of service standards are commonly denoted by a letter ranking from “A,” the highest level of service, to “F,” the lowest level of service.

O. “Peak hour” means that hour of the day which experiences the most critical LOS for a particular roadway or intersection.

P. “Planned capacity” means capacity for a transportation facility that is not yet available, but for which the necessary facility construction, expansion or modification project is contained in the current adopted capital facilities plan and scheduled to be completed within six years.

Q “Planned transportation facilities means those transportation facilities scheduled to be completed no later than the sixth year of the capital facilities plan and/or transportation element in effect at the time the city approves the development.

R. “Preliminary concurrency test” means an informal, nonbinding assessment of available transportation capacity.

S. “Pro rata share” means the number of peak hour vehicle trips which the development adds to that intersection divided by the total peak hour, vehicle trips at that intersection.

T. “Service provider” means the department or agency responsible for providing the transportation facility.

U. “Street system” means all vehicular, public thoroughfares and accessories thereto in the city except freeways. It may also, at the city’s discretion, apply to such facilities located outside the city.

V. “Transportation facilities” means arterials and transit routes owned, operated, or administered by the state of Washington and its political subdivisions, such as the city of Milton.

W. “Transportation facility capacity” means the maximum number of vehicles that can be accommodated during a specified travel period at a specified level of service. Capacity will be calculated according to the methodology used in the most current highway capacity manual. An alternative methodology may be used only if it is preapproved by the director of public works or his/her designee.

X. “Transportation strategies” means transportation demand management plans, schemes, techniques, programs, and methodologies for minimizing transportation facility demand, such as improved transit service, off-peak travel, and ride-sharing programs.

Y. “Traffic study” means a specialized study of the impacts that a certain type and size of development in a specific location will have on the surrounding transportation system.

Z. “Transportation system management” means increasing the efficiency of the existing street system by modifying travel behavior, such as by providing incentives for travel by multi-occupancy vehicles or by shifting travel demand away from the peak hour.

17.75.030 Concurrency applicability and procedures.

A. Applicability. Except for the exemptions provided for in MMC 17.75.090, the test for concurrency will be conducted as a part of all preliminary development permits. Final development permits which did not have a preceding preliminary development permit shall also be subject to the concurrency test, unless exempted by MMC 17.75.090.

B. Procedures. The concurrency test will be performed in the processing of the development permit and conducted by the community development and public works departments.

1. The community development department shall provide the overall coordination of the concurrency test by notifying the service providers of all applications requiring a concurrency test; notifying the service providers of all exempted applications which use capacity; notifying the applicant of the test results; notifying the service providers of the final outcome (approval or denial) of the development permit; and notifying the service providers of any expired development permits, discontinued findings of capacity, or other action resulting in an applicant no longer needing capacity which has been reserved.

2. All service providers shall be responsible for maintaining and monitoring their available and planned capacity by conducting the concurrency test for their individual facility for all applications requiring a concurrency test; reserving the capacity needed for each application; accounting for the capacity for each exempted application which uses capacity; notifying the community development department of the results of the tests; and reinstating any capacity for an expired development permit, discontinued findings of capacity, or other action resulting in an applicant no longer needing capacity which has been reserved. The service providers shall also be responsible for reporting the capacity of their facility to the city of Milton annually.

17.75.040 Concurrency level of service adopted and test.

A. The level of service standards established in the City of Milton comprehensive plan are hereby adopted for the purposes of this chapter,

B. For transportation facilities, available and planned capacity will be used in conducting the concurrency test.

C. If the capacity of transportation facilities is equal to or greater than the capacity required to maintain the level of service standard for the impact from the development permit, then the concurrency test is passed.

D. Development permits that result in a reduction of a level of service below the minimum level of service standard as identified in the City of Milton Comprehensive Plan fail the concurrency test. In such cases, development shall not be approved unless the development is mitigated pursuant to MMC section 17.75.050.

E. In conducting the concurrency test, the city will use the trip generation rates set forth in the latest edition of the Institute of Transportation Engineers, Information Report – Trip Generation. The presumption is that the rates used by the city are accurate unless proven otherwise.

17.75.050 Mitigation options.

If the concurrency test is not passed, the applicant may implement one or more of the following:

- A. Modify the application to reduce the need for transportation facilities. This may include inclusion of a transportation system management plan.
- B. Arrange with the service provider to provide the additional capacity of transportation facilities required to maintain adopted level of service standards. The improvements necessary to provide available capacity shall be determined by the public works director. If this method is used, the public works director shall insure completion by not issuing any occupancy permit until required traffic lanes are complete or by requiring a bond or other security instrument acceptable to the city to insure that the improvement is completed within six years of development.
- C. Form a local improvement district created to assess the benefitting property owners for their fair share of the costs for the needed transportation improvement.
- D. Phase or alter the development such that the development's impact on transportation facilities does not result in the level of service falling below the adopted level of service.
- E. Postpone the development until the city can provide the necessary transportation capacity.
- F. Request formal reconsideration of the concurrency test to the public works director in accordance with the provision of MMC 17.75.080.

17.75.060 Finding of concurrency.

A. The finding of concurrency shall be valid for the same time period as the underlying development permit, including any extensions thereof and shall expire if the underlying development permit expires or is revoked by the city.

B. A finding of concurrency shall be valid even if the ownership of the property changes.

C. A finding concurrency shall only apply to the specific land uses densities, intensities and development project described in the application and the development permit and is not transferable to other land. The applicant shall describe the proposed development in a manner

adequate for the city to determine the peak-hour traffic to be generated by the proposed development.

E. A finding of concurrency for a development permit that requires one or more transportation facilities to be provided by the applicant shall be conditioned upon an appropriate financial commitment by the applicant which is binding upon subsequent owners, heirs, executors, successors or assigns, and upon the completion of such transportation facilities in a timely manner, prior to the issuance of the certificate of occupancy or prior to occupancy, unless stated otherwise in writing by the city. Such financial commitment shall be subject to the approval of the city attorney, including performance bond, escrowed funds, or other similar instrument.

F. Revisions to the proposed development that may create additional impacts on transportation facilities will be required to undergo an additional concurrency test.

G. The city may adjust the trip generation forecast of the proposed development in order to account for any transportation strategies proposed by the applicant that are acceptable to the city.

17.75.070 Preliminary concurrency test – Fees.

An applicant may request a preliminary concurrency test without an accompanying request for a development permit. A fee, as set forth in the approved fee schedule, will be charged for such preliminary concurrency test. Any available capacity cannot be reserved.

17.75.080 Concurrency test – Alternative calculation – Fees.

The applicant may submit a calculation of alternative trip generation rates for the proposed development. The city shall review the alternate calculations and indicate in writing whether such calculations are acceptable in lieu of the standard trip generation rates.

If the applicant requests an alternative calculation for the concurrency test, or if the city determines that an alternative calculation is required due to the size, scale, or other unusual characteristics of the proposed development, a fee for the alternative calculation shall be paid by the applicant prior to the initiation of review. Final determination of which test or calculation is used shall be within the sole discretion of the city. The fee for conducting the review of the alternative calculation shall be as set forth in the approved fee schedule.

17.75.090 Exemptions.

A. No Impact. Development permits for development which creates no measurable additional impacts on any transportation facility are exempt from the requirements of this chapter. Such development includes, but is not limited to:

1. Any addition or accessory structure to a residence with no change in use or increase in the number of dwelling units.

2. Interior renovations with no change of use or, if a residential use, no increase in number of dwelling units;
3. Interior completion of a structure for use(s) with the same or less intensity as the existing use or a previously approved use;
4. Replacement structure with no change in use or increase in number of dwelling units;
5. Temporary construction trailers;
6. Driveway resurfacing or parking lot paving;
7. Reroofing of structures;
8. Demolitions;
9. Clearing, filling and grading permits;
10. Any development for which the city is the development proponent; and
11. Any proposed development that creates no additional impacts on any transportation facility as determined by the Public Works Director.

The public works director shall be responsible for determining if other types of development also meet this “no impact” standard so as to be included under this exemption.

B. Exempt Development Permits. The following preliminary development permits are exempt from the requirements of this chapter:

1. Boundary line adjustment;
2. Final plat;
3. Temporary use/stand permit;
4. Variance or administrative adjustment;
5. Clearing, filling and grading permits;
6. Shoreline exemption;
7. Rezone/comprehensive plan amendments;
8. Any additional preliminary development permit that creates no additional transportation facility impacts as determined by the community development director.

C. Application Filed Before Effective Date of Chapter. Complete development permit applications that have been submitted before the effective date of the ordinance codified in this chapter are exempt from the requirements of this chapter.

D. Single-Family and Two-Family Homes. Single-family and two-family (duplex) homes on lots platted before the effective date of the ordinance codified in this chapter are exempt from the requirements of this chapter.

E. Accessory Dwelling Units. All accessory dwelling units, as defined in this code, are exempt from the requirements of this chapter.

F. Accounting for Capacity. The capacity for development permits exempted under subsections C, D, and E of this section shall be taken into account.

17.75.100 Studies required.

A. Traffic studies which the public works director finds the applicant shall prepare and are necessary to implement the requirements of this Chapter will be prepared by a qualified transportation engineer at the applicant's expense. The transportation engineer shall be acceptable to the public works director.

B. The city may, at the applicant's expense, hire a licensed and qualified engineer to review the applicant's submittal for accuracy.

17.75.110 Phased projects.

This chapter shall apply separately to each phase of a phased project.

17.75.120 Decision Process

A decision on a concurrency test is a process type II permit, decided on by the applicable director, in accordance with MMC 17.71.

17.75.130 Appeals.

Findings of concurrency may be appealed to the Milton hearing examiner pursuant to MMC 17.71. Written notice of appeal must be filed with the city within fourteen calendar days of the determination.

Section 9. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by State or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 10. Copy to Department of Commerce. Pursuant to RCW 36.70A.106, the City Clerk is hereby authorized and directed to forward a copy of this ordinance to the Department of Community, Trade and Economic Development.

Section 11. Effective Date. This Ordinance shall take effect and be in full force 5 days after its publication.

PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regularly scheduled meeting this _____ day of June, 2015.

CITY OF MILTON

Debra Perry, Mayor

ATTEST/AUTHENTICATED:

Katie Bolam, City Clerk

[Back to Agenda Bill](#)

Approved as to form:

Bio Park, City Attorney

Date of Publication: _____

Effective Date: _____