



**CITY COUNCIL MEETING AGENDA**  
**Council Chambers, 1000 Laurel Street**

**September 8, 2014**  
**Monday**

**Study Session**  
**7:00 p.m.**

- 1. Call to Order**
- 2. Roll Call of Council Members**
- 3. Study Items**
  - a. Street Standards**
  - b. Fire Services**
- 4. Adjournment**

**Note:** Public comment is generally not taken at Study Sessions. However, on some occasions, public comments may be allowed at the discretion of the Chair and Council. The public may also submit written communications, via letters or emails to [dperry@cityofmilton.net](mailto:dperry@cityofmilton.net). Any item received by noon on the day of the meeting will be distributed to Council.

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

**PENDING COUNCIL AGENDA CALENDAR (Dates are Subject to Change) FOR PLANNING PURPOSES ONLY**

<b>September 2014</b>			
Mon 9/15	7:00 pm	Regular Meeting	A. Surplus Vactor Truck – <i>Consent</i> B. Surplus Seized Vehicles – <i>Consent</i> C. New Pole Attachment Agreement – <i>Approve</i> D. 2015 Revenue Estimates & Fee Schedule Changes E. Park Levy Agreement – King County F. Activity Center Reroof – <i>Bid Award</i>
<b>October 2014</b>			
Mon 10/06	7:00 pm	Regular Meeting	A. Presentations – Police a. SS911 Update b. Fleet Management B. 3rd Qtr Financial Report C. Budget Review – General Fund by Department D. ADA Bathrooms E. Additional Well Drilling Bid Award F. Utility Collections – Amending code language to match state law
Mon 10/13	7:00 pm	Special Meeting Study Session	A. Revenue Estimates – <i>Public Hearing</i> B. Tax Levies for 2015 – <i>Consent</i> C. Amending Access Tract Code – <i>Ordinance</i>
Mon 10/20	7:00 pm	Regular Meeting	A. 2015 Proposed Budget – <i>Public Hearing (#1)</i> B. Cost of Service Analysis (COSA) – Electric C. Amendments to Building/Fire Codes
Mon 10/27	7:00 pm	<i>Tentative Study Session</i>	A. 2015 Budget
<b>November 2014</b>			
Mon 11/03	7:00 pm	Regular Meeting	A. Budget Review – Other Funds
Mon 11/10	7:00 pm	Special Meeting Study Session	A. 2015 Proposed Budget – <i>Public Hearing (#2)</i> B. Meet with Staff
Mon 11/17	7:00 pm	Regular Meeting	A. 2015 Budget – <i>Final Public Hearing</i> B. 2015 Budget – <i>Adoption</i> C. Marijuana Regulations – <i>Action</i> D. Planning Commission 2015 Work Plan
<b>December 2014</b>			
Mon 12/01	7:00 pm	Regular Meeting	
Mon 12/08	7:00 pm	Study Session	
Mon 12/15	7:00 pm	Regular Meeting	
<b>January 2015</b>			
Mon 1/5	7:00 pm	Regular Meeting	
Mon 1/12	7:00 pm	Study Session	
Mon 1/19	7:00 pm	Regular Meeting	
<b>February 2015</b>			
Mon 2/2	7:00 pm	Regular Meeting	
Mon 2/9	7:00 pm	Study Session	
Mon 2/16	7:00 pm	Regular Meeting	
<b>March 2015</b>			
Mon 2/2	7:00 pm	Regular Meeting	



To: Mayor Perry and City Councilmembers  
From: Public Works Director Neal  
Date: September 8, 2014 Study Session  
Re: Re-examine Street Standards

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- ATTACHMENTS:**
- A. **MMC 12.24, "Street Requirements"**
  - B. **Table 1.2, "Functional Streets Classifications", current Comprehensive Plan**
  - C. **Implementation Matrix – Transportation Element Policies, current Comprehensive Plan**
  - D. **Chapter 42, "City and County Design Standards for All Routes", pages 42-1 and 42-2, WSDOT Local Agency Guidelines**
  - E. **Street Sections, "City of Milton Development Guidelines and Public Works Standards"**

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**TYPE OF ACTION:**

Information Only

Discussion

Action

Expenditure Required:

**Recommendation/Action:** No decisions need to be made at this time. Staff would like direction from Council.

**Fiscal Impact/Source of Funds:** N/A

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**Previous Council Review:** This item was brought to Council on June 9, 2014, but due to time constraints was postponed.

**Issue:** During previous discussions, Council indicated an interest in re-examining the City's street standards.

**Discussion:** The subject of streets standards is actually quite broad. There are three primary factors that, when combined, encompass the entire concept of a street standard – policy, technical, and aesthetic.

*POLICY* – Included as Attachments A, B, and C are the City’s adopted policies on street standards.

*TECHNICAL* - Chapter 35.78 RCW requires cities to adopt uniform definitions and design standards for municipal streets and roads. Standards for arterials are set through RCW 35.78.030 and RCW 35.78.040 by a state design standards committee in cooperation with the Washington State Department of Transportation. These uniform design standards apply to all new construction on major arterial and secondary arterial roads and streets and to reconstruction of old such roads and streets as far as practicable. Street and road standards for cities can be part of overall development requirements, or stand alone documents.

*AESTHETIC* – This is typically the area in which cities can individualize the streets in different areas of towns. Landscaping, pedestrian amenities, traffic calming items, and the like can all significantly change the feel of street. Is on street parking desired? Would colored concrete bring attention to the walking paths? Where in the City should decorative street lighting be installed? Those are the types of questions that apply to the aesthetic aspect of street standards.

To serve as a basis for this discussion, attached are copies of the street sections in the City’s Development Guidelines and Public Works Standards.

With the City’s current street standards and adopted policies in the Milton Municipal Code, there is no recognition of different neighborhood characters, nor is there a defined neighborhood vision. Although the Public Works Director is afforded some flexibility in applying these standards through a “Deviation from standard” process (MMC 12.24.190), there are no neighborhood guidelines or vision to utilize as a basis for such changes.

the state of Washington. Notice by mail shall be by certified or registered mail. The owner's last known address shall be the address listed with the county assessor's office unless the owner has provided a different current address to the city or the city has independent knowledge of a different current address for the owner.

C. The notice provisions set forth above at subsection B shall include a provision informing the owner(s) that if the condition is not corrected, as required by a date specified, which date shall be no less than 15 days from the date of the notice of in-state owners and no less than 20 days for out-of-state owners, that the city, through the public works director/designee, may elect, without further notice to the owner, to correct the condition with the option of charging the owner for the reasonable costs and expenses incurred by the city. Reasonable costs and expenses shall include the costs of any of the city's labor and materials, including overhead. If the city elects to obtain a survey of the right-of-way area, all or part of the costs of said survey may be charged to the owner; provided, that the conditions requiring remediation are determined to be on or over the right-of-way, including any visual obstruction of the right-of-way. The total of said costs and expenses shall become a charge against the owner of the property and may be secured by a lien against the property. Where title to the property is held by more than one owner, the city may, in its discretion, elect to seek correction and cost recovery from all or any of the title owners.

D. Notice of the lien provided for herein shall conform substantially and as relevant to the lien notice and filing provision of Chapter 60.04 RCW including RCW 60.04.031, 60.04.051 and 60.04.061. (Ord. 1282 § 1, 1995).

Chapter 12.24

**STREET REQUIREMENTS**

**Sections:**

- 12.24.010 Purpose and application.
- 12.24.020 *Reserved.*
- 12.24.030 Streets – Required widths.
- 12.24.040 Streets – Additional right-of-way dedication required when.
- 12.24.050 *Reserved.*
- 12.24.060 *Reserved.*
- 12.24.070 Streets – Horizontal curves.
- 12.24.080 Streets – Vertical curves.
- 12.24.090 Streets – Reverse curve tangents.
- 12.24.100 Streets – Minimum centerline offsets.
- 12.24.110 Cul-de-sacs.
- 12.24.120 Streets – Private streets.
- 12.24.130 Streets – Names.
- 12.24.140 Alleys.
- 12.24.150 Blocks.
- 12.24.160 Street improvement requirements.
- 12.24.165 Frontage improvements in developed areas.
- 12.24.170 *Reserved.*
- 12.24.180 Standards and specifications.
- 12.24.190 Deviation from standard.

**12.24.010 Purpose and application.**

The purpose of this chapter is to specify the design requirements for streets in the city of Milton. Nothing in this chapter shall be construed as limiting the authority of the city to impose additional traffic mitigation under other applicable law, including but not limited to the Washington State Environmental Policy Act, Chapter 43.21C RCW. It is the policy of the city to require development to mitigate its impacts to the fullest extent allowed by the law, including but not limited to off-site traffic mitigation. Nothing in this chapter shall be applied in a manner that violates the constitutional rights of a property owner. The public works director is authorized to waive any requirements in this chapter to the minimum extent necessary to protect those rights. The

public works director is authorized to commission a traffic study, at the expense of the applicant, to determine if any infrastructure required of any developer by this chapter satisfies constitutional requirements. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.020 Reserved.**

(Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.030 Streets – Required widths.**

The minimum width of right-of-way, measured from lot line to lot line, shall be not less than as follows:

A. Principal arterial streets shall have a right-of-way width of not less than 65 feet.

B. Minor and collector arterial streets, not designated as bicycle routes in the city's comprehensive plan, shall have a right-of-way width of not less than 52 feet.

C. Minor and collector arterial streets designated as planned bicycle routes in the city's comprehensive plan shall have a right-of-way width of not less than 57 feet.

D. Local access streets shall have a right-of-way width of not less than 47 feet.

E. Minor access streets shall be 30 feet wide. Minor access streets are streets which are necessary to allow access to properties where additional right-of-way cannot be obtained or which serve property by and through an easement where additional property cannot be obtained.

F. Alleys shall be 20 feet wide. Alleys are minor public ways used primarily for a service access to the back or side of properties otherwise abutting on a street.

G. The required right-of-way width for any required right-of-way dedication shall be determined by the public works director.

H. In cases where topography or other physical conditions make a street of the required minimum width impracticable, the public works director or city engineer may modify the requirements of this section. Through proposed business areas, the required right-of-way widths shall be increased at least 10 feet on each side, if needed to provide park-

ing without interference of normal passing traffic. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.040 Streets – Additional right-of-way dedication required when.**

A. Subdivisions, plats, short subdivisions or site plans that adjoin existing streets shall dedicate additional right-of-way to meet the minimum street width requirements of MMC 12.24.030. A property owner shall also dedicate adjoining right-of-way to meet minimum street width requirements prior to the issuance of a building permit for the construction, repair or alteration of any structure that does not qualify as a single-family home. Dedication shall only be required to the extent generally necessary to mitigate traffic generated by the proposed land use activity.

B. The entire right-of-way shall be provided when any part of the subdivision, plat, site plan, short subdivision or other development activity identified in this section is on both sides of the existing street.

C. When the subdivision, plat, site plan, short subdivision or other development activity identified in this section is located on only one side of an existing street, one-half of the required right-of-way, measured from the centerline of the existing roadway, shall be provided. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.050 Reserved.**

(Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.060 Reserved.**

(Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

**12.24.070 Streets – Horizontal curves.**

Where a deflection angle of more than 10 degrees in the alignment of a street occurs, a curve of reasonably long radius shall be introduced. On arterial streets, the centerline radius of curvature shall be not less than 300 feet; on other streets, not less than 100 feet, unless specified otherwise by the public works director or the city engineer. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

## 12.24.080

### 12.24.080 Streets – Vertical curves.

A. All changes in grade shall be connected by vertical curves of a minimum length of 50 feet unless specified otherwise by the public works director or the city engineer.

B. Profiles of all streets showing natural and finished grades shall be drawn to a scale of not less than one inch equals 100 feet horizontal and one inch equals 20 feet vertical, when required by the public works director or the city engineer. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.090 Streets – Reverse curve tangents.

A tangent of at least 100 feet in length shall be introduced between reverse curves on arterial streets. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.100 Streets – Minimum centerline offsets.

Street jogs with centerline offsets of less than 125 feet shall not be allowed. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.110 Cul-de-sacs.

A. Cul-de-sacs shall have an outside roadway diameter of at least 80 feet and a street right-of-way diameter of at least 100 feet.

B. Where, in the opinion of the public works director or the city engineer, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary of such property. Such dead-end streets shall be provided with a temporary turnaround having a right-of-way diameter of at least 80 feet. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.120 Streets – Private streets.

Private streets shall be streets that cannot ever be extended. All private streets shall adhere to the requirements within this chapter. The rights-of-way of private streets shall not be included as part of a lot in determining the applicable bulk and dimensional regulations set forth in Chapters 17.15A and 17.15B MMC. The city shall receive full easement rights over, under, across and through said

street for fire, aid, police, and utilities. The city shall regularly inspect the streets to make certain they are kept properly maintained. If a homeowners' association is formed and will be responsible for the maintenance of the private street, a copy of the covenant will be filed with the city. (Ord. 1658 § 1, 2006; Ord. 1355 § 1, 1998; Ord. 955 §§ 2, 3, 1984).

### 12.24.130 Streets – Names.

A. Proposed streets which are obviously in alignment with others already existing and named shall bear the names of the existing streets. Others shall be named in accordance with the city street naming and numbering system.

B. The council shall have the authority to grant a variance to change street names or numbers to maintain harmony in the city and that the variance will not be materially detrimental to the public welfare, or injurious to the property or improvements in the vicinity. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.140 Alleys.

Alleys shall be provided to the rear of all lots used for business purposes and shall not be provided in residential blocks except where the subdivider produces satisfactory evidence of the need for the alleys. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.150 Blocks.

Blocks shall be as the planning commission, public works department or engineers consider necessary to secure efficient use of land or desired features of street pattern. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 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.

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. (Ord. 1721 § 1, 2008; Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

#### **12.24.165 Frontage improvements in developed areas.**

A. Frontage improvements shall be required to be constructed if:

1. It will result in the installation of at least 150 feet of sidewalk, or where the proposed installation and undeveloped land immediately adjacent to the proposal add up to at least 150 feet (undeveloped land may include a buildable site that is part of a large improved property), or

2. If sidewalk presently exists within 150 feet of the proposed development, within the same block and on the same side of the street.

B. If neither of the above situations exist, the developer or property owner shall have the following choices:

## 12.24.170

1. Build the required frontage improvements, or

2. Pay a fee, equal to the estimated cost of construction of the frontage improvements, that would go into a fund to construct sidewalks within the city at locations that would be more beneficial to the general public than the small frontage of the proposed development. The public works director shall take notice that RCW 82.02.020 may require the fees to be expended or refunded within five years of collection, and shall manage the fees accordingly. (Ord. 1658 § 1, 2006).

### 12.24.170 Reserved.

(Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.180 Standards and specifications.

All roads whether public or private shall be constructed as per the most current edition of the "Standard Specifications for Road and Bridge and Municipal Construction," as adopted by the Washington State Department of Transportation. (Ord. 1658 § 1, 2006; Ord. 955 §§ 2, 3, 1984).

### 12.24.190 Deviation from standard.

A. Authority. The director of public works may grant a deviation from the requirements of this chapter using Process Type II (Chapter 17.71 MMC). In granting any deviation, the director may prescribe conditions that are deemed necessary or desirable for the public interest.

B. Application. Any applicant may apply to the director for a deviation from the requirements of this chapter with the submission of a completed application and fee pursuant to Chapter 3.48 MMC (City Fees and Permit Charges).

C. Findings of Fact. The director may grant a deviation from the minimum requirements in order to avoid unnecessary hardship to the applicant prior to permit approval and construction. A deviation may be granted; provided, that a written finding of fact is prepared by the city engineer that addresses the following:

1. The deviation from the standard does not create any safety hazards;

2. The deviation from the standard is not counter to sound engineering practice;

3. The deviation from the standard will not be detrimental to public health, nor injurious to other properties in the vicinity;

4. The deviation does not violate any other local, state, county, or federal regulation or ordinance; and

5. The deviation from standard fulfills the intent of the public works standards of the city of Milton.

D. Prior Approval. Any deviation shall be approved prior to permit approval and construction.

E. Duration of Deviation. Deviations granted by the director shall expire one year from the date of approval. The director may grant successive extensions up to one year each for good cause if the requested deviation continues to satisfy the standards of approval. The construction permitted under this deviation shall be completed and approved prior to expiration of the deviation.

F. Approval of a deviation shall not be construed as a new standard.

G. Decision and Appeal. Decisions and appeals on deviations to standards shall be made pursuant to Process Type II (Chapter 17.71 MMC, Permit Decision and Appeal Processes). (Ord. 1741 § 10, 2009).

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TABLE I.2  
FUNCTIONAL STREETS CLASSIFICATIONS  
CITY OF MILTON

Roads by Classification	From	To
<b>Interstate</b>		
Interstate 5	Extents	
<b>Principal Arterial</b>		
*SR 161 / Enchanted Parkway / Meridian Street E	Extents	
*SR 99 / Pacific Highway E.	Extents	
<b>Minor Arterial</b>		
Military Road S.	Extents	
Milton Way	Porter Way	Meridian E.
Porter Way	Pacific Highway E.	Milton Way
Yuma Street	Extents	
<b>Collector (Federal Highway Administration Designations)</b>		
5 <sup>th</sup> Avenue	North city limits	Porter Way
23 <sup>rd</sup> Avenue	Milton Way	Taylor Street
70 <sup>th</sup> Avenue	10 <sup>th</sup> Street E.	12 <sup>th</sup> Street E.
Milton Way	Porter Way	South city limits
Porter Way	Milton Way	Taylor Street
Taylor Street	Porter Way	SR 161 (Meridian E.)
<b>Collector (City of Milton Designations)</b>		
10 <sup>th</sup> Avenue	Emerald Street	Milton Way
11 <sup>th</sup> Avenue	Emerald Street	Milton Way
15 <sup>th</sup> Avenue	Alder Street	Yuma Street
19 <sup>th</sup> Avenue	Alder Street	Milton Way
23 <sup>rd</sup> Avenue	Alder Street	Milton Way
27 <sup>th</sup> Avenue	Alder Street	Milton Way
28 <sup>th</sup> Avenue	SR 161 (Enchanted Pkwy)	Milton Way
70 <sup>th</sup> Avenue E.	Pacific Highway E.	10 <sup>th</sup> Street E.
Alder Street	15 <sup>th</sup> Avenue	SR 161 (Enchanted Pkwy)
Emerald Street	11 <sup>th</sup> Avenue	23 <sup>rd</sup> Avenue
Fife Way	Extents	
Juniper Street	11 <sup>th</sup> Avenue	Milton Way
Kent Street	10 <sup>th</sup> Avenue	11 <sup>th</sup> Avenue
<b>Local Access</b>		
All other roads within Milton City Limits		

Source: Henigar & Ray, 1994; AHBL, 1995, 2001; Federal Highway Administration, 2001.

\*Indicates principal arterials under state jurisdiction.

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## IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES

### REGULATORY ACTIONS

POLICY/OTHER BASIS	STRATEGY/ACTION	PRIORITY
MM 1.7 Provide and promote pedestrian and bicycle paths.	Amend development regulations to require pedestrian connections in new development. (See also Capital Improvement/Fiscal Action Section.)	1
MM 1.8 Accommodate bicycle safety in street network, including designating bicycle routes.	Require adequate width on new and reconstructed roads to accommodate bicycle lanes.	1.5
PED 1.1 Encourage sidewalks, paths and trails in new development.	See response to MM 1.7.	1
PED 1.3 a. Establish pedestrian business district in Mixed Use Town Center and Commercial zones. b. Prohibit or restrict auto-oriented development. c. Modify placement of buildings to encourage pedestrian activities. d. Restrict front yard parking.	Amend development code to establish pedestrian-oriented uses and standards for Mixed Use Town Center and Commercial zones. (For clarification, are pedestrian districts intended to be designated outside of the MX Zone?)	2.5
PED 1.4 Improve pedestrian amenities through public improvements, sign regulations, and development standards.	a) Amend sign code to promote pedestrian scale signage in pedestrian districts. b) Amend development standards to require proportionate pedestrian amenities in new development. c) Institute a pedestrian improvement fund.	a) 1.5 b) 1.5 c) 1.5
PED 1.5 Incorporate high standards of design in new streets and sidewalks. Enhance street corridors with landscaping. To the extent feasible, preserve street trees.	Review existing street standards, including landscaping. Amend as necessary to achieve desired streetscape and improvement standards.	2
PED 1.7 Include user safety measures in design of non-motorized facilities.	Develop standards for bicycle and pedestrian facilities that incorporate user safety (e.g., separations, crossings).	1

Priority ratings: 1 = High, should be implemented in the first 2 years

2 = Medium, should be implemented by year five, but may be reevaluated in the next 5-year update

3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

## IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES

POLICY/OTHER BASIS	STRATEGY/ACTION	PRIORITY
PK 1.2 Encourage on-street parking.	Amend development code to allow application of on-street parking toward off-street parking requirements in adjacent new development, where appropriate.	2
TL 1.1 Design transportation facilities in a manner that minimizes impacts on natural drainage patterns and soil profiles.	Require additional information on the policy intent.	2

### CAPITAL IMPROVEMENT/FISCAL ACTIONS

POLICY/OTHER BASIS	STRATEGY/ACTION	PRIORITY
TR 1.2 Issue no development permits where the project requires transportation improvements outside the scope of the CFP, except that developers may provide needed improvements or strategies to mitigate impacts.	a) Require transportation concurrency for new development. b) Develop a transportation mitigation payment system.	Underway
TR 1.3 Produce financially feasible plan in CFP. Adopt and annually update TIP as part of CFP.	a) Develop CFP according to the growth and type of development anticipated in the Land Use Element, and according to anticipated funding levels. Amend Land Use Element as necessary to maintain consistency with the CFP. b) Annually update TIP.	a) 1.5 b) 1.5
TR 1.5 Require concurrency for new development. Require studies to determine transportation impacts.	See response to TR 1.2.	1
TR 1.8 Require developers to provide new infrastructure and mitigate off-site impacts. Encourage alternate modes to reduce SOV reliance.	a) Adopt transportation impact fees. b) Participate in regional transit and non-motorized efforts.	a) 1 b) 1
TR 1.10 Base timing of implementation actions in Comp Plan on availability of financial resources.	Adopt as a financial policy.	1

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3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

**IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES**

<b>POLICY/OTHER BASIS</b>	<b>STRATEGY/ACTION</b>	<b>PRIORITY</b>
TR 1.11 Projects consistent with Comp Plan have highest funding priority. (repeats CFP Pol. CF 2.1)	Adopt as a financial policy.	1
TR 1.12 Fund only projects incorporated into City budget.	Adopt as a financial policy.	1.5
TR 1.13 Maintenance, safety improvements and completion of existing grid system have funding priority over new roads.	Set priorities in TIP consistent with policy.	1
TR 1.15 Support additional analysis of traffic conditions along S.R. 161 and Milton Way.	Work with the State DOT, Edgewood and Pierce County to analyze conditions.	1.5
MM 1.2 Encourage measures such as: a) Multi-modal alternatives b. Land use coordination c. Prioritized improvements d. Park-and-ride lots.	a) Ensure that funded CFP projects are sufficient to accommodate projected growth. b) Prioritize projects within the TIP that will provide the most benefit. c) Coordinate with transit agencies on development of park-and-ride lots in or near the City.	a) 2 b) 2 c) 2
MM 1.5 Minimize bicycle–auto conflicts with signage at intersection of trails and roads.	Program signage improvements for intersections of bicycle trails and roads in TIP.	1.5
MM 1.6 Encourage bicycle racks at destination points.	a) Identify destination points and incentives for bicycle racks in new development. b) Identify funds for installation of bicycle racks at public facilities.	a) 2 b) 2
MM 1.7 Provide and promote pedestrian and bicycle paths.	For designated bicycle routes, include bicycle lanes in programmed CFP street improvements. (See also Regulatory Actions)	1.5
MM 1.9 Encourage and assist improvements to Interurban Bicycle Trail.	Design and construct trail.	Underway
PED 1.2 Improve pedestrian facilities along Milton Way.	Program pedestrian improvements along Milton Way and in TIP.	1.5

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**IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES**

<b>POLICY/OTHER BASIS</b>	<b>STRATEGY/ACTION</b>	<b>PRIORITY</b>
PED 1.6 Explore addition of sidewalks to major street maintenance/reconstruction projects. Identify funding sources, promote LIDs and include a sidewalk alternative in construction bids.	Determine costs and potential funding sources for the addition of sidewalks to major street maintenance and reconstruction projects.	1.5
PED 1.8 Local streets should provide pedestrian use through connections to a larger network, safe design and traffic calming.	Identify priority sidewalks and other pedestrian-related improvements for local streets, and program projects in the TIP.	1.5
PED 1.9 Design and develop the Interurban Trail to link neighborhoods to the regional trail network. Work with WSDOT to develop grade-separated pedestrian crossings at major arterials.	a) Program Interurban Trail improvements in the TIP. b) Lobby WSDOT for financial participation in grade-separated crossings.	a) 1 b) 1

**PROGRAMMATIC/ADMINISTRATIVE ACTIONS**

<b>POLICY/OTHER BASIS</b>	<b>STRATEGY/ACTION</b>	<b>PRIORITY</b>
TR 1.1 Adopt level of service (LOS) D inside the City. Adopt Pierce Transit System LOS. Work with Pierce Transit on agreement on applicability of LOS to corridor service.	a) LOS adopted as part of the Comprehensive Plan. b) Work with Pierce Transit on agreement on transit service frequency.	a) 2 (Underway) b) 2 (Underway)
TR 1.4 Improvements to transportation system should accommodate projected growth.	Base CFP transportation improvements on growth forecast and Land Use Element.	Underway
TR 1.4.1 Apply a functional street classification system to road network.	Adopt functional street classification.	Underway
TR 1.4.2 Classification system should address motorized and non-motorized users' needs and safety.	Amend design standards and classification system to include all transportation modes.	2
TR 1.6 Solicit action by Counties and State on State and County arterial improvements necessary to maintain City-adopted LOS.	Identify key improvements, and lobby County and State annually.	2

Priority ratings: 1 = High, should be implemented in the first 2 years

2 = Medium, should be implemented by year five, but may be reevaluated in the next 5-year update

3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

**IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES**

<b>POLICY/OTHER BASIS</b>	<b>STRATEGY/ACTION</b>	<b>PRIORITY</b>
TR 1.9 Coordinate land use and public works planning with financial planning to conserve resources.	a) Ensure internal consistency between Land Use and CFP Elements annually. b) Use Land Use Element as the basis for functional plans annually.	1
TR 1.14 Request State and Counties place high priority on S.R. 161 improvements.	Coordinate with WSDOT and Counties to request S.R. 161 improvements.	2
TR 1.16 Coordinate with Counties and adjacent cities on LOS.	Conduct review of LOS with adjacent jurisdictions as part of annual amendments.	2
TR 1.17 Coordinate with WSDOT on LOS for state-owned facilities.	Adopt LOS for state-owned facilities.	Underway
MM 1.1 Encourage flexible, adaptive and multiple uses of transportation facilities and services.	See response for TR 1.4.2	1
MM 1.3 Encourage integration, coordination and linkage of all transportation modes.	Apply policy in development of annual TIP.	2
MM 1.4 Work with transit agencies to provide service links with other communities, regional rail, and employment and commercial centers.	Lobby transit agencies to provide service improvements to residents and employees of Milton.	2
MM 1.7.1 Coordinate non-motorized facilities with adjacent jurisdictions.	Work with adjacent jurisdictions on coordination of improvements.	2
MM 1.10 Support coordination with Counties for development of Interurban Bicycle Trail.	Coordinate with other agencies on funding and development of the Interurban Bicycle Trail.	Underway
MM 1.11 Support coordination between Pierce Transit, Sound Transit and Metro in developing transit service.	See response to MM 1.4.	2
MM 1.2 Support development of paratransit.	See response to MM 1.4.	2
PK 1.1 Evaluate parking needs through parking study.	Conduct a comparative study of parking regulations for various land uses.	2

Priority ratings: 1 = High, should be implemented in the first 2 years

2 = Medium, should be implemented by year five, but may be reevaluated in the next 5-year update

3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

## IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES

POLICY/OTHER BASIS	STRATEGY/ACTION	PRIORITY
<p>PK 1.3 Explore parking alternatives in town center commercial area. Reduce parking provided by individual developments. Promote pedestrian mobility and minimize pedestrian/vehicular conflicts.</p> <p>a. Administration Directional signage</p> <p>b. Joint-use parking</p> <p>c. Separating short-/intermediate-/long-term parking</p> <p>d. Add public parking</p>	<p>a) Reduce or provide greater flexibility in parking requirements in the town center commercial area.</p> <p>b) Install directional signs to public parking.</p> <p>c) Designate public parking areas according to length of stay.</p> <p>d) Acquire and develop additional public parking in the town center commercial area.</p>	<p>a) 2</p> <p>b) 2</p> <p>c) 2</p> <p>d) 2</p>
<p>TL 1.2 Promote routes and transportation modes to reduce energy consumption.</p>	<p>Implement policies that promote Transportation Demand Management, mass transit and bicycle and pedestrian connections.</p>	<p>2</p>
<p>TL 1.3 Encourage employers to implement Transportation Demand Management.</p>	<p>Work in coordination with other agencies to promote TDM programs among employers.</p>	<p>2</p>
<p>TL 1.4 Site, design and buffer transportation facilities and services to be harmonious with surroundings.</p>	<p>Amend regulations and street design standards.</p>	<p>1.5</p>
<p>TL 2.1 Coordinate land use and facility/utility planning. Adopt procedures that encourage service and utility providers to use Land Use Element in facilities planning.</p>	<p>Make the Comprehensive Plan and regular updates available to facility/utility agencies, identifying areas of anticipated growth.</p>	<p>1.5</p>
<p>TL 2.2 Recognize role of public facilities and amenities in providing a family environment.</p>	<p>Adopt policies supporting public investment in neighborhood transportation improvements that contribute to quality of life.</p>	<p>1</p>
<p>TL 2.3 Work with local, regional and state jurisdictions to develop land use strategies that support public transportation.</p>	<p>Work with other jurisdictions and agencies to develop land use plans and regulations to promote transit-oriented development.</p>	<p>2</p>

Priority ratings: 1 = High, should be implemented in the first 2 years

2 = Medium, should be implemented by year five, but may be reevaluated in the next 5-year update

3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

**IMPLEMENTATION MATRIX – TRANSPORTATION ELEMENT POLICIES**

<b>POLICY/OTHER BASIS</b>	<b>STRATEGY/ACTION</b>	<b>PRIORITY</b>
TL 2.4 Consider the impacts of land use decisions on roads. Road improvements should be consistent with proposed densities.	a) Implement a traffic mitigation program for new development. b) Ensure consistency between the CFP and the Land Use Element.	a) 1 (Underway) b) 1 (Underway)
TL 2.5 Discourage through traffic on local access roads.	a) Monitor traffic volumes on local access roads. b) Program traffic calming/traffic revision or other measures in the TIP to reduce through traffic as necessary.	a) 1.5 b) 1.5
TL 2.6 Develop Transportation Demand Management strategies. Focus on high congestion areas.	See response to TL 1.3.	2
TL 2.7 Design and develop Milton Way as an urban boulevard to accommodate traffic volumes, create east-west bike/pedestrian corridor, draw traffic into the town center, and establish gateways.	Prepare design and cost estimates.	1
TL 2.8 Employ traffic calming techniques in residential zones in balance with street classification and design capacity.	See response to TL 2.5.	1.5
TL 3.1 Support development of the Interurban right-of-way as part of a regional bicycle trail system.	See response to MM 1.10	1.5
TL 3.2 Support development of paths and marked roadways linking the Interurban trail with City resources.	a) Identify opportunities for an integrated bicycle trail system. b) Program necessary improvements in the TIP.	a) 1 b) 1

Priority ratings: 1 = High, should be implemented in the first 2 years

2 = Medium, should be implemented by year five, but may be reevaluated in the next 5-year update

3 = Low, implement as resources and opportunities allow, but not at expense of higher priorities - reassessed in next 5-year update

### 42.1 Introduction

The City Design Standards Committee and the County Design Standards Committee, in accordance with [RCW 35.78.030](#) and [43.32.020](#), meet on a regular basis to review and update the city and county design standards for all facilities (NHS and Non-NHS).

The Local Agency Engineer may approve use of the minimum AASHTO and related standards as contained in the references. Design deviations must have the approval of the Washington State Department of Transportation (WSDOT) Local Programs in accordance with [RCW 35.78.040](#) or [RCW 36.86.080](#) as appropriate. When AASHTO and/or related design standards as contained in the references are updated and published, agencies must incorporate the new design standards for all projects no later than two years after of the publication date.

All projects are subject to Americans with Disabilities Act (ADA) requirements for accessibility. For guidance on ADA standards, please see *Design Manual* M 22-01 Chapter 1510 and the Local Agency ADA Planning and Design Resource web page at [www.wsdot.wa.gov/LocalPrograms/Planning/ada.htm](http://www.wsdot.wa.gov/LocalPrograms/Planning/ada.htm).

These standards apply to new construction and reconstruction projects, 3R and 2R projects, and low volume road and street projects on all routes which are classified as Principal Arterials, Minor Arterials, or Collectors. These standards are applicable to new or reconstructed bridges on rural minor collectors, local roads, and local streets.

Included in the standards are the Local Agency Design Matrices. The matrices are used to standardize design element requirements based on project type for all facilities. The Local Agency Design Matrices Checklists may serve as design documentation for decisions made.

In adopting these standards, the committees seek to encourage standardization of road design elements where necessary for consistency and to assure that motoring, bicycling, and pedestrian public safety needs are met. Considerations include safety, convenience, context sensitive solutions, proper drainage, and economical maintenance. The committees recognize that cities and counties must have the flexibility to carry out the general duty to provide streets, roads, and highways for the diverse and changing needs of the traveling public.

These standards cannot provide for all situations. They are intended to assist, but not to substitute for, competent work by design professionals. It is expected that land surveyors, engineers, and architects will bring to each project the best skills from their respective disciplines. These standards are also not intended to limit any innovative or creative effort, which could result in better quality, better cost savings, or both. An agency may adopt higher standards to fit local conditions. Special funding programs may also have varying standards.

The decision to use a particular road design element at a particular location should be made on the basis of an engineering analysis of the location. Thus, while this document provides design standards, it is not a substitute for engineering judgment.

Engineers should take into account all available information, including available funding, and use the professional judgment that comes from training and experience to make the final design determination. There shall be a record, of the matters considered during the design process that justify decisions made regarding the final project design. The project design must be approved by the approving authority as outlined on the agency's Certification Acceptance Agreement or the acting designated authority for a Non-Certification Acceptance agency. See [Chapter 43](#) and [Appendix 43.62](#).

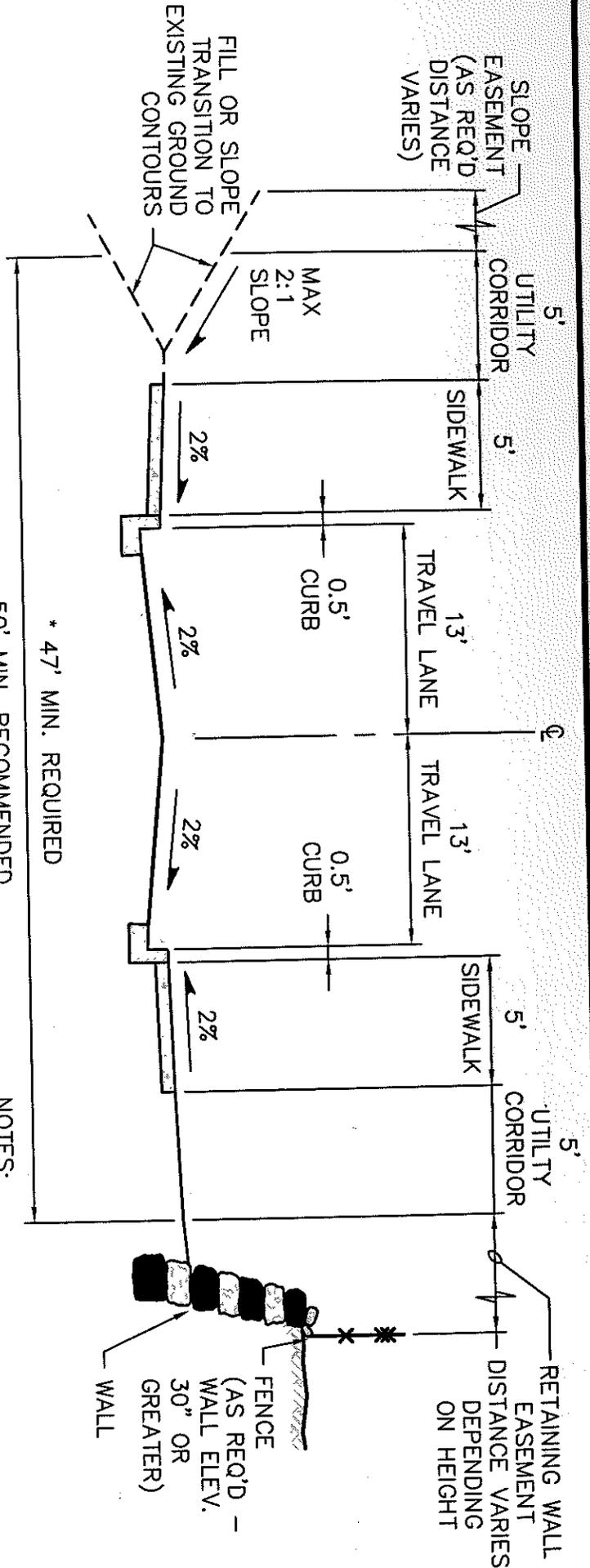
## 42.2 Committee Membership

City Design Standards Committee <a href="#">RCW 35.78.020</a>	County Design Standards Committee <a href="#">RCW 43.32.010</a>	Other Participants
<b>Jim Parvey, PE</b> Senior Principal Engineer City of Tacoma <a href="mailto:jparvey@cityoftacoma.org">jparvey@cityoftacoma.org</a>	<b>Jim Whitbread, PE</b> County Engineer Stevens County <a href="mailto:jwhitbre@co.stevens.wa.us">jwhitbre@co.stevens.wa.us</a>	<b>Alison Hellberg</b> Association of Washington Cities <a href="mailto:alisonh@awcnet.org">alisonh@awcnet.org</a>
<b>Dan Handa, PE</b> Development Services City of Puyallup <a href="mailto:dhanda@ci.puyallup.wa.us">dhanda@ci.puyallup.wa.us</a>	<b>Bryan Thorp, PLS</b> Design and Construction Manager Benton County <a href="mailto:bryan.thorp@co.benton.wa.us">bryan.thorp@co.benton.wa.us</a>	<b>Randy Hart, PE</b> County Road Administration Board <a href="mailto:randy@crab.wa.gov">randy@crab.wa.gov</a>
<b>Mike Johnson, PE</b> Design Engineering and Construction Advisor City of Seattle <a href="mailto:mike.johnson@seattle.gov">mike.johnson@seattle.gov</a>	<u>Vacant</u>	<b>Greg Armstrong, PE</b> Chief Engineer Transportation Improvement Board <a href="mailto:grega@tib.wa.gov">grega@tib.wa.gov</a>
<b>Mike Taylor, PE</b> City Engineer City of Spokane <a href="mailto:mtaylor@spokanecity.org">mtaylor@spokanecity.org</a>	<b>Jon Brand, PE</b> Assistant Director of Roads and Engineering Kitsap County <a href="mailto:jbrand@co.kitsap.wa.us">jbrand@co.kitsap.wa.us</a>	<b>John Donahue</b> WSDOT Design <a href="mailto:donahjo@wsdot.wa.gov">donahjo@wsdot.wa.gov</a>
<b>Martin Hoppe, PE, PTOE</b> City of Lacey Transportation Manager <a href="mailto:mhoppe@ci.lacey.wa.us">mhoppe@ci.lacey.wa.us</a>	<b>Bob McEwen, PE</b> Program Engineer Snohomish County <a href="mailto:bob.mcewen@co.snohomish.wa.us">bob.mcewen@co.snohomish.wa.us</a>	<b>Megan Hall, PE</b> Federal Highway Administration <a href="mailto:megan.hall@fhwa.dot.gov">megan.hall@fhwa.dot.gov</a>
<b>Michael Pawlak</b> City Engineer City of Pasco <a href="mailto:pawlakm@pasco-wa.gov">pawlakm@pasco-wa.gov</a>	<b>Ramiro Chavez, PE</b> Project Engineering Manager Pierce County <a href="mailto:rchavez@co.pierce.wa.us">rchavez@co.pierce.wa.us</a>	<b>Mike Horton</b> Operations Mgr. for Transportation AECOM <a href="mailto:michael.horton@aecom.com">michael.horton@aecom.com</a>

These design standards were developed with the approval and authorization of:

Kyle McKeon, Committee Chair  
Engineering Services Manager  
Headquarters Local Programs  
Washington State Department of Transportation

Back to Agenda Bill



\* LARGER R/W REQUIRED AT INTERSECTIONS TO FACILITATE TURNING MOVEMENTS

### STREET SECTION 1

FOR USE ON LOCAL ACCESS STREETS

50' MIN. RECOMMENDED

\* 47' MIN. REQUIRED

TRAVEL LANES	2 @ 13' EA. (RESIDENTIAL) 14' ARTERIAL
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	NO
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	NO
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	2 @ 5' EA.
SLOPE/FILL/WALL EASEMENTS	REQ'D IF INSUFFICIENT R/W EXISTS

**NOTES:**

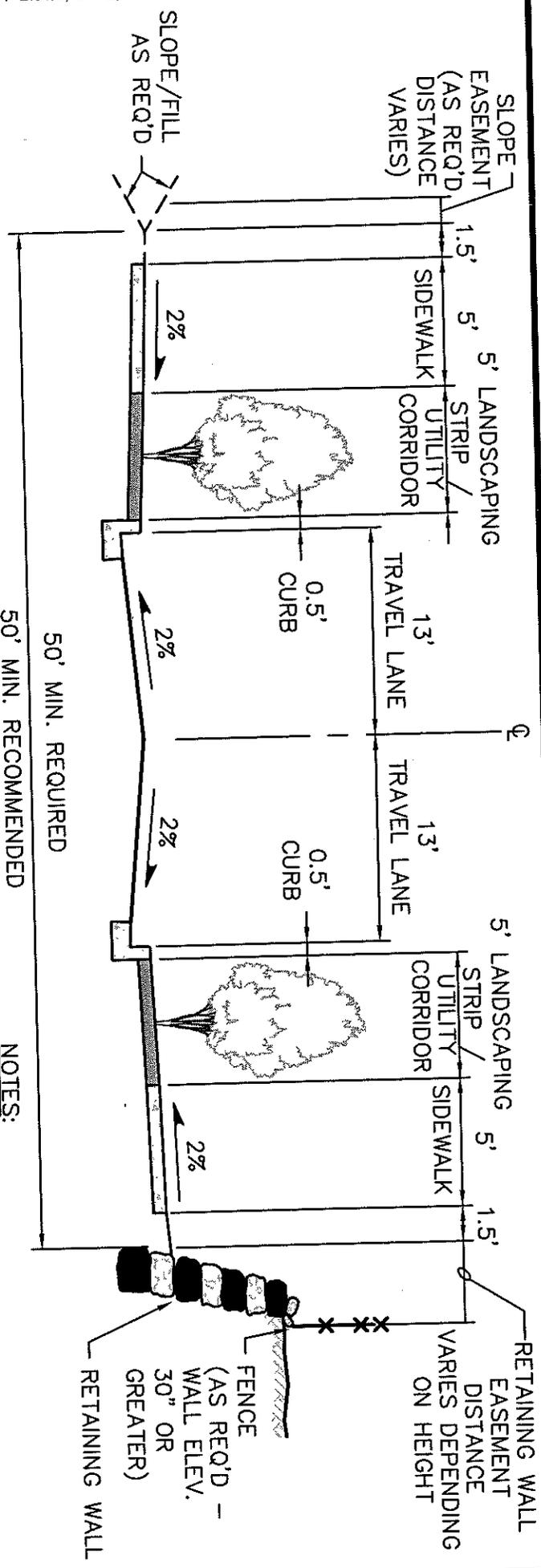
1. UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
2. PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.



CITY OF MILTON

STREET SECTION 1

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-1



## STREET SECTION 1A

FOR USE ON LOCAL ACCESS STREETS

TRAVEL LANES	2 @ 13' EA. (RESIDENTIAL) 14' (ARTERIAL)
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	NO
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	2 @ 5' EA.
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

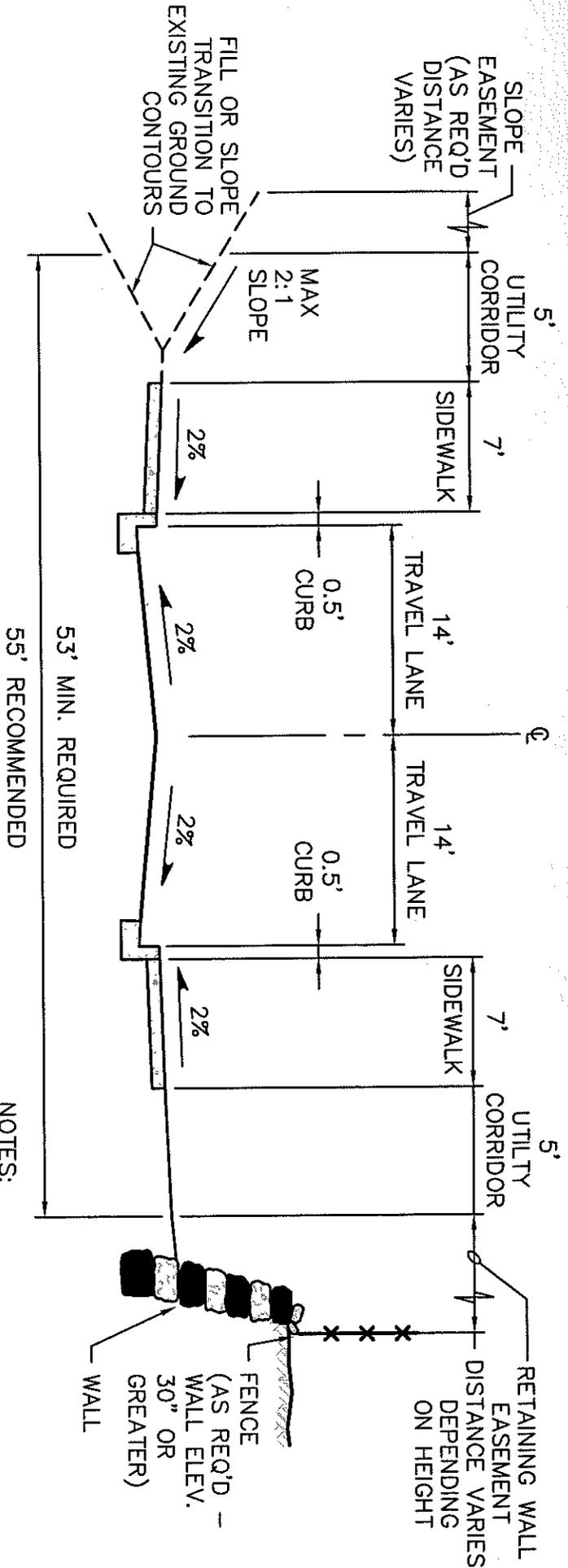
**NOTES:**

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**CITY OF MILTON**  
**STREET SECTION 1A**

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-2



\* LARGER R/W REQUIRED AT INTERSECTIONS TO FACILITATE TURNING MOVEMENTS

### STREET SECTION 2

FOR USE ON MINOR ARTERIAL, COLLECTOR ARTERIAL, AND LOCAL ACCESS STREET

TRAVEL LANES	2 @ 14' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	NO
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	NO
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 7' EA.
UTILITY CORRIDORS	2 @ 5' EA.
SLOPE/FILL/WALL EASEMENTS	REQ'D IF INSUFFICIENT R/W EXISTS

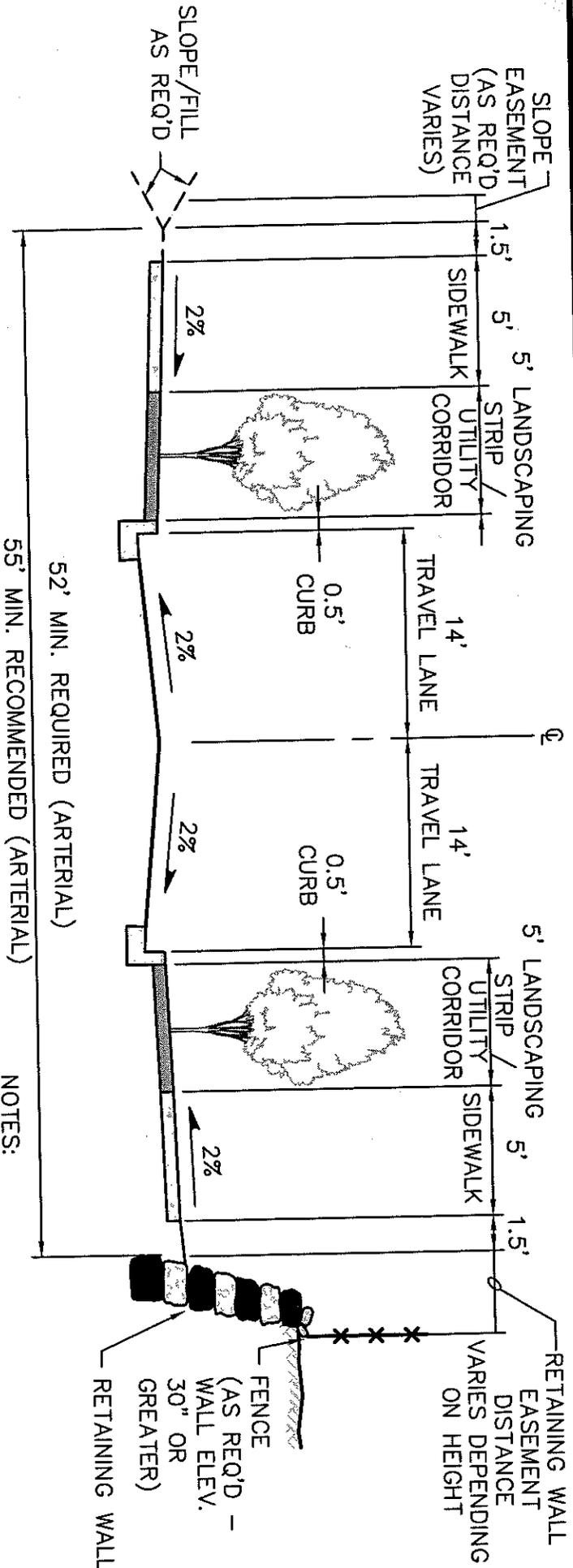
**NOTES:**

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CITY OF MILTON  
STREET SECTION 2

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-3



## STREET SECTION 2A

FOR USE ON MINOR ARTERIAL, COLLECTOR ARTERIAL, AND LOCAL ACCESS STREETS

TRAVEL LANES	2 @ 14' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	NO
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	2 @ 5' EA.
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

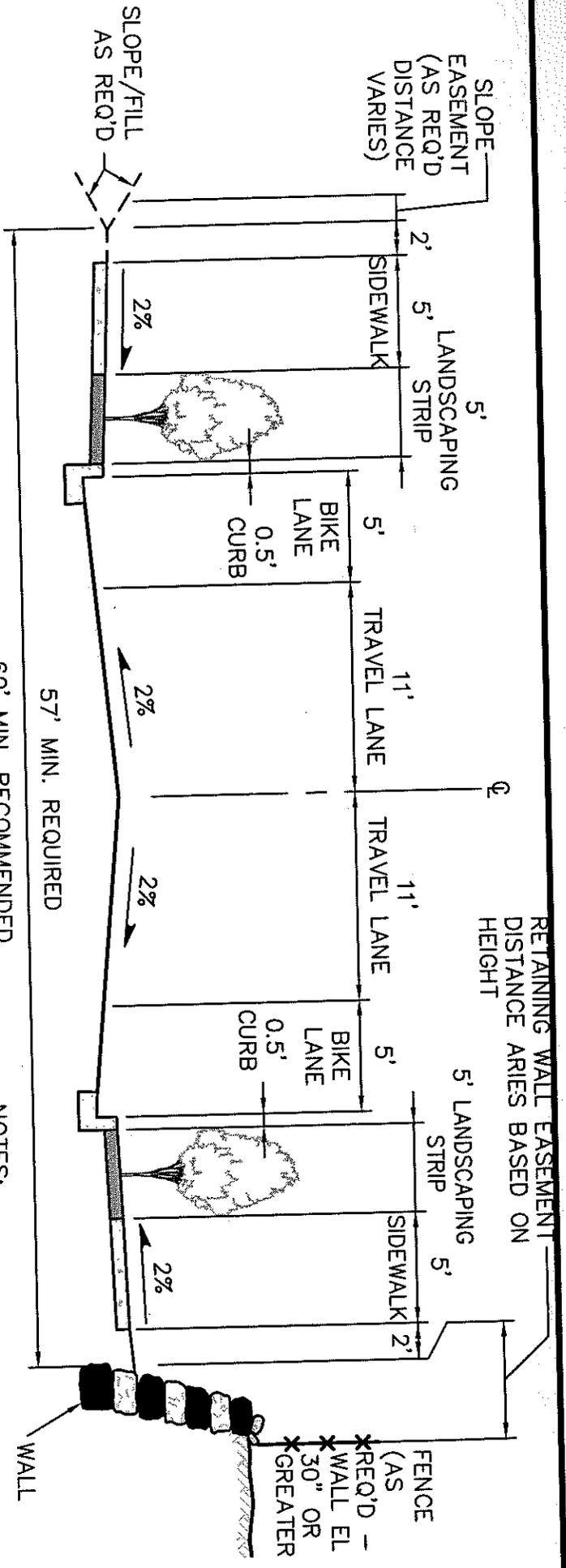
### NOTES:

- UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC,
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CITY OF MILTON  
STREET SECTION 2A

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-4



60' MIN. RECOMMENDED

57' MIN. REQUIRED

### STREET SECTION 3

FOR USE ON MINOR ARTERIAL, COLLECTOR ARTERIAL, AND LOCAL ACCESS STREETS LOCATED ON ESTABLISHED BIKE ROUTES SHOWN IN COMPREHENSIVE PLAN

**NOTES:**

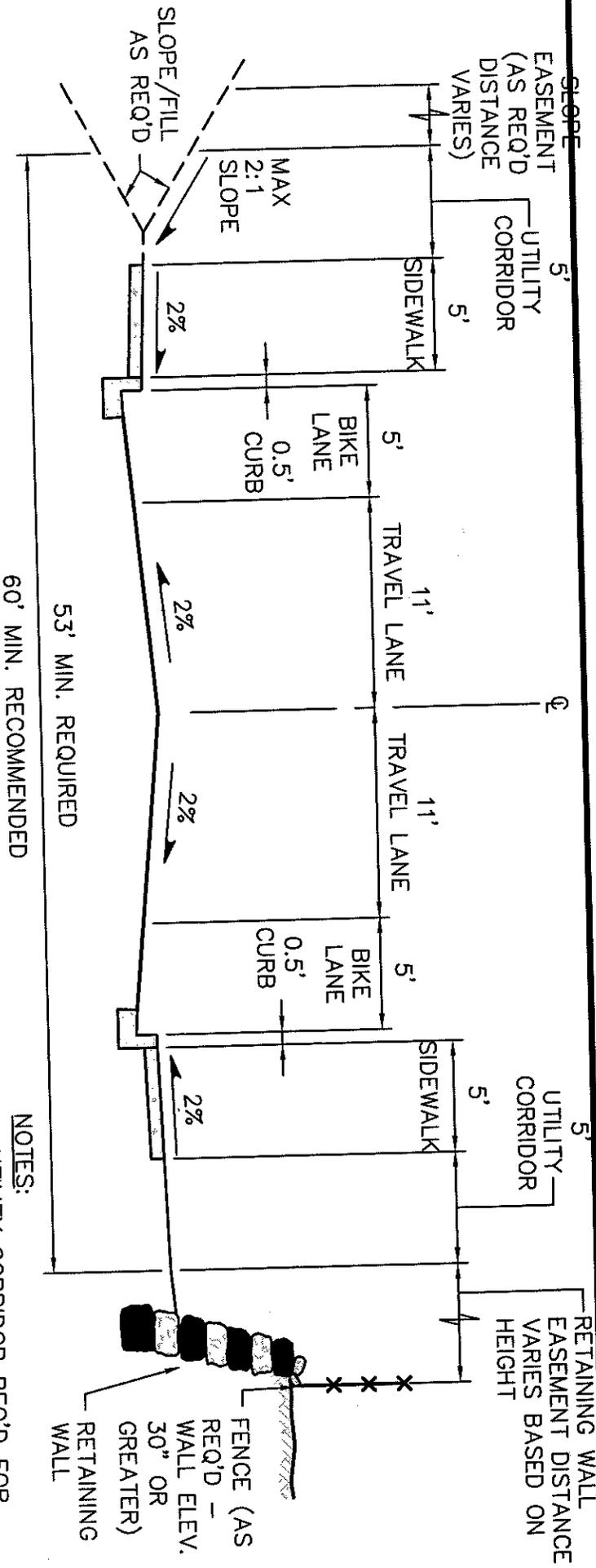
1. UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
2. PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.

TRAVEL LANES	2 @ 11' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	2 @ 5' EA.
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS



CITY OF MILTON  
STREET SECTION 3

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-5



60' MIN. RECOMMENDED

53' MIN. REQUIRED

### STREET SECTION 4

FOR USE ON MINOR ARTERIAL, COLLECTOR ARTERIAL, AND LOCAL ACCESS STREETS LOCATED ON ESTABLISHED BIKE ROUTES SHOWN IN COMPREHENSIVE PLAN

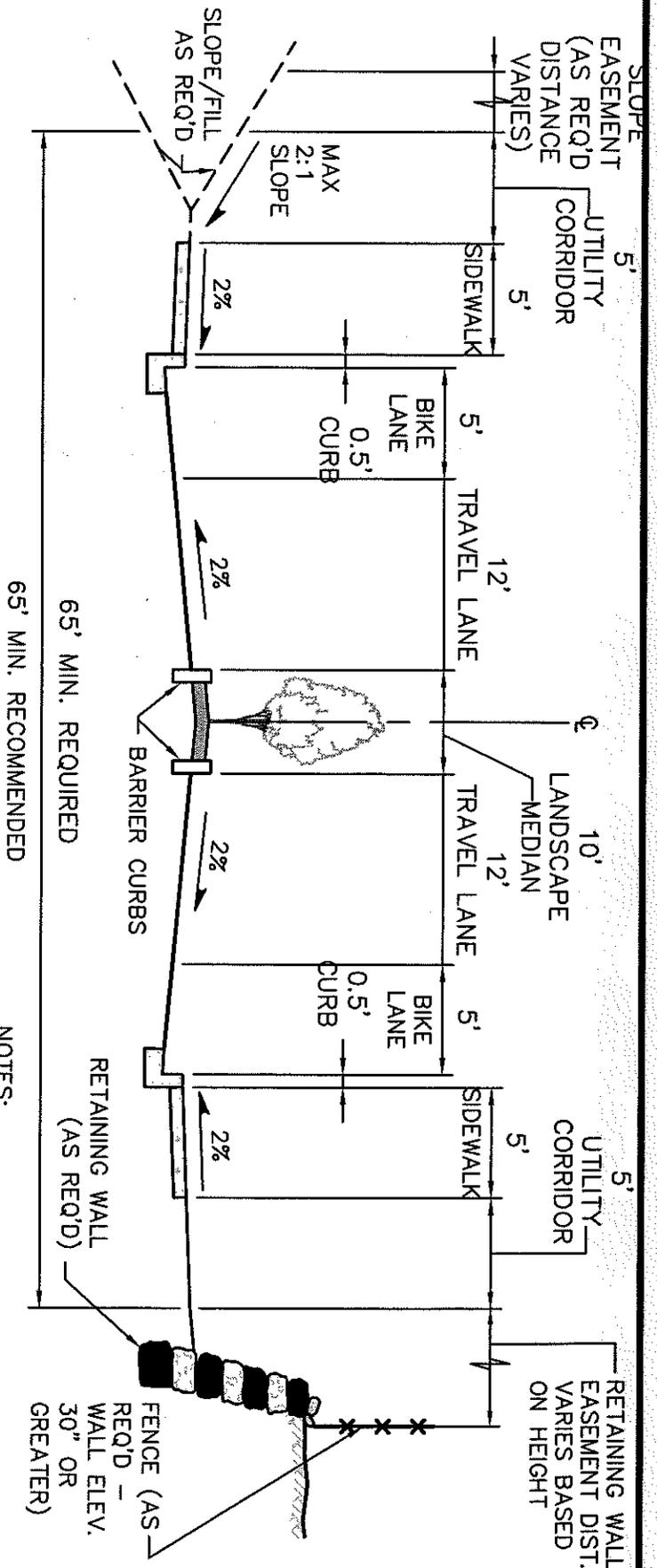
TRAVEL LANES	2. @ 11' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	NO
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	2 @ 5' EA.
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

- NOTES:
- UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
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CITY OF MILTON  
STREET SECTION 4

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-6



# STREET SECTION 5

FOR USE ON MINOR ARTERIALS

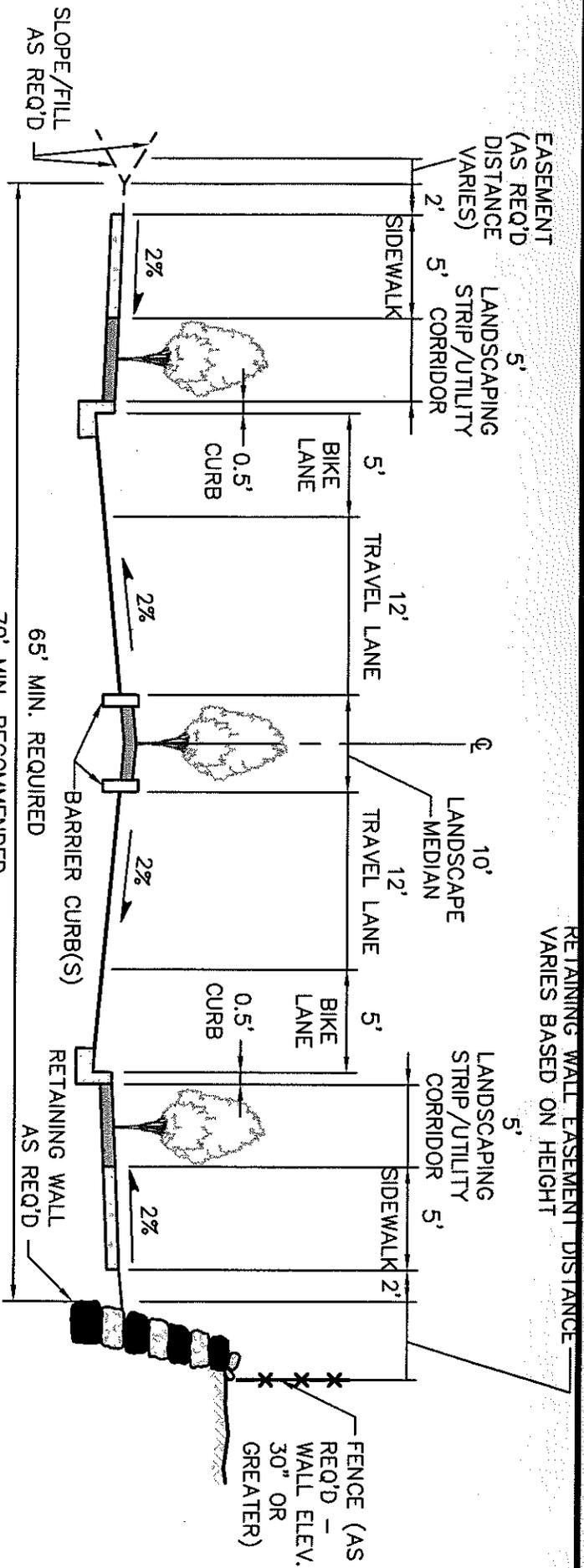
TRAVEL LANES	2 @ 12' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	1 @ 10' WIDE
LANDSCAPING/PLANTER STRIP	NO
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	2 @ 5' EA.
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

- NOTES:**
- UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
  - PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.



CITY OF MILTON  
STREET SECTION 5

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-7



THIS CROSS SECTION PREVENTS LEFT TURNS TO BE USED IN SELECTED LOCATIONS.

### STREET SECTION 6

FOR USE ON MINOR ARTERIAL STREETS THAT ARE LOCATED ON BIKE ROUTES SHOWN IN COMPREHENSIVE PLAN

- NOTES:
1. UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
  2. PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.

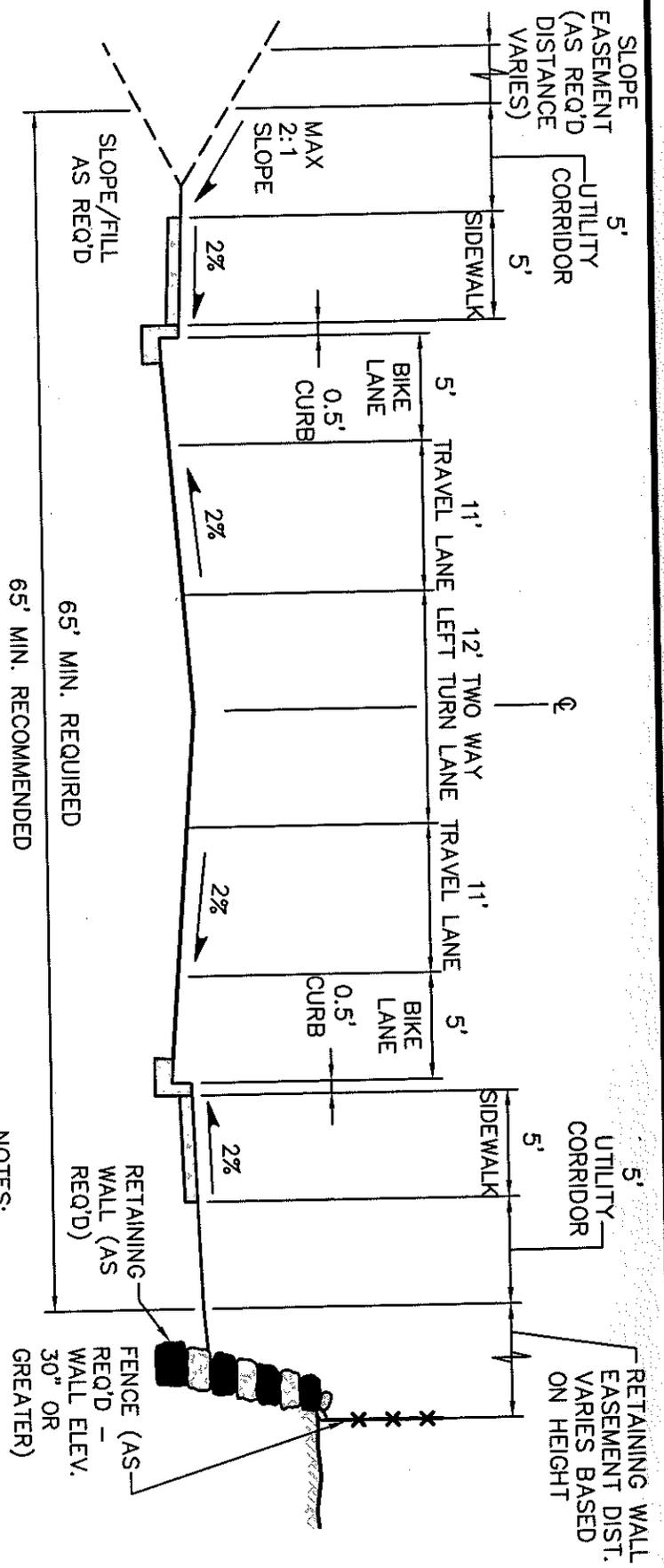
TRAVEL LANES	2 @ 12' EA.
TWO WAY LEFT TURN LANE	NO
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	1 @ 10' WIDE
LANDSCAPING/PLANTER STRIP	2 @ 5' EA.
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

**MILTON**

CITY OF MILTON

STREET SECTION 6

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-8



FOR USE ON PRINCIPLE AND MINOR ARTERIAL STREETS  
 LOCATED ON ESTABLISHED BIKE ROUTES SHOWN  
 IN THE COMPREHENSIVE PLAN

### STREET SECTION 7

TRAVEL LANES	2 @ 11' EA.
TWO WAY LEFT TURN LANE	1 @ 12' WIDE
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	NO
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	2 @ 5' EA.
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

65' MIN. REQUIRED  
 65' MIN. RECOMMENDED

**NOTES:**

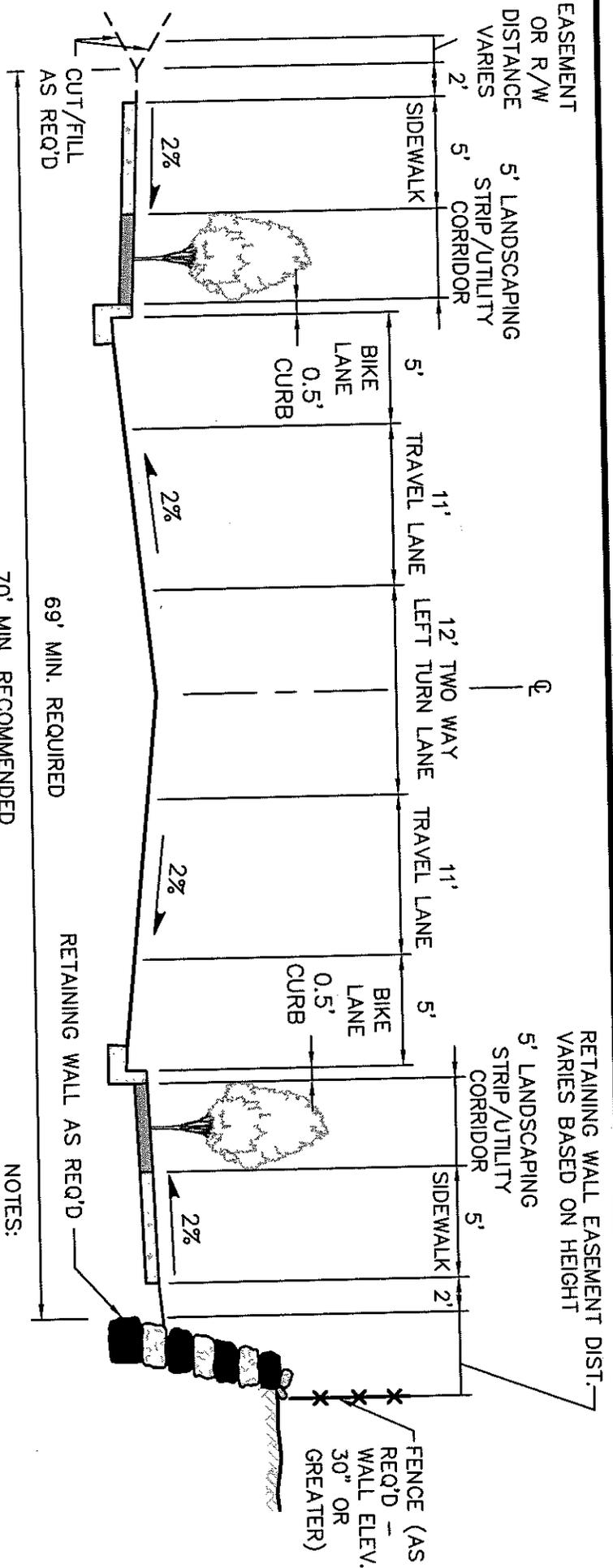
- UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
- PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.

RETAINING WALL (AS REQ'D)  
 FENCE (AS REQ'D - WALL ELEV. 30" OR GREATER)



CITY OF MILTON  
 STREET SECTION 7

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-9



70' MIN. RECOMMENDED

69' MIN. REQUIRED

## STREET SECTION 7A

FOR USE ON PRINCIPLE AND MINOR ARTERIALS LOCATED ON ESTABLISHED BIKE ROUTES SHOWN IN COMPREHENSIVE PLAN

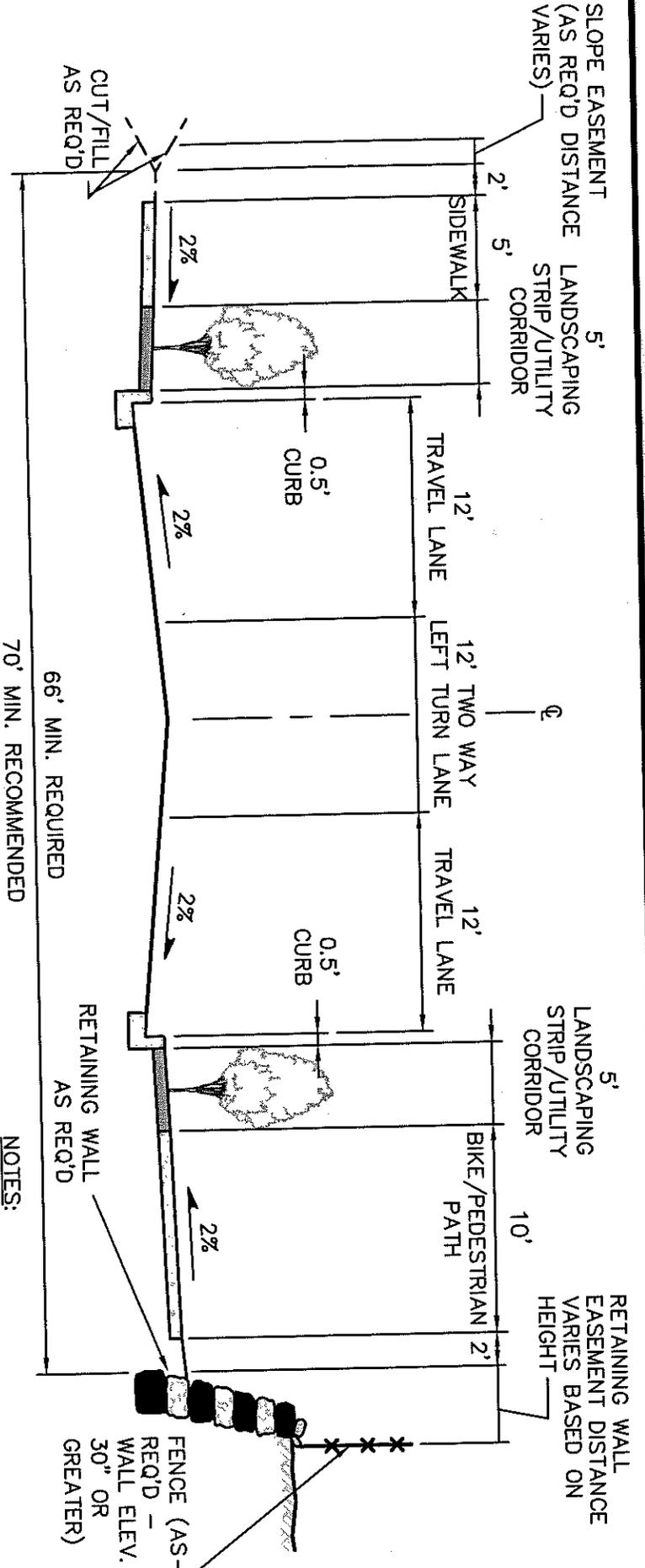
- NOTES:
1. UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
  2. PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.

TRAVEL LANES	2 @ 11' EA.
TWO WAY LEFT TURN LANE	1 @ 12' WIDE
PARKING LANE	NO
BIKE LANES	2 @ 5' EA.
BIKE/PEDESTRIAN PATH	NO
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	2 @ 5' EA.
CURBS & GUTTERS	YES
SIDEWALKS	2 @ 5' EA.
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS



CITY OF MILTON  
STREET SECTION 7A

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-10



TRAVEL LANES	2 @ 12' EA.
TWO WAY LEFT TURN LANE	1 @ 12' WIDE
PARKING LANE	NO
BIKE LANES	NO
BIKE/PEDESTRIAN PATH	1 @ 10' WIDE
LANDSCAPE MEDIAN	NO
LANDSCAPING/PLANTER STRIP	2 @ 5' WIDE EA.
CURBS & GUTTERS	YES
SIDEWALKS	1 @ 5' WIDE
UTILITY CORRIDORS	IN LANDSCAPING STRIP
SLOPE/FILL/WALL EASEMENTS	REQUIRED IF INSUFFICIENT R/W EXISTS

FOR USE ON PRINCIPLE AND MINOR ARTERIAL STREETS

## STREET SECTION 8

- UTILITY CORRIDOR REQ'D FOR TELEPHONE PEDESTALS, FIRE HYDRANTS, UTILITY POLES, LUMINAIRES, SIGNS, ETC.
- PAVEMENT DESIGN BY CURRENT WASHINGTON STATE LICENSED CIVIL ENGINEER AND AS APPROVED BY THE CITY ENGINEER.



CITY OF MILTON  
STREET SECTION 8

REVISION DATE:	SCALE:	DWG. NO.
3/30/07	NONE	ST-11



To: Mayor Perry and City Councilmembers  
From: Interim City Administrator Langford  
Date: September 8, 2014 Study Session  
Re: Fire Services – Fire Hydrant Maintenance and Fire Marshal Services

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**ATTACHMENTS:** A. Current ILA with East Pierce Fire District – dated 10/1/2012  
B. East Pierce Fire District Webpage

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**TYPE OF ACTION:**

Information Only       Discussion       Action       Expenditure Required:

**Recommendation/Action:** No decisions need to be made at this time.

**Fiscal Impact/Source of Funds:** N/A

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**Issue:** Council has indicated concerns regarding the maintenance of fire hydrants and the services expected of the fire marshal.

**Background:** The City entered into an agreement with East Pierce Fire District on October 1, 2012, which indicated the city's desire to annex into East Pierce and the post-annexation services to be provided. This agreement superseded the previous Operational Services Agreement that was in place prior to pursuing annexation.

The concerns that Council has indicated are covered under Sections 2-F (Fire Prevention, Investigation & Code Enforcement Services) and 2-I (Fire Hydrant Inspections) of the agreement, attached as Exhibit A.

Section 9 of the current agreement provides for the opportunity to review this agreement to ascertain whether either party wishes to modify any of the provisions 18 months after the effective date of annexation, which is defined in Section 2A as "the date on which election results are certified," which was May 7, 2013. Therefore, if Council wishes to direct staff to review the agreement, that process can begin in mid-November of this year.

**Discussion:** Chief Jerry Thorson will be present to address Council's concerns.

**INTERLOCAL AGREEMENT FOR ANNEXATION OF THE CITY OF  
MILTON TO PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 22,  
DBA EAST PIERCE FIRE & RESCUE**

THIS AGREEMENT is entered into by the City of Milton (“the City”) and Pierce County Fire Protection District No. 22, dba East Pierce Fire & Rescue (“the District”), for the purposes stated below.

**RECITALS**

A. The City and the District have contiguous boundaries. The City has an Operational Service Agreement with the District for fire and emergency medical service. The term of the agreement is from January 1, 2011 through December 31, 2015.

B. The City and the District are authorized by RCW Chapter 52.04 to cause an election to be held in order for the voters of the City and the voters of the District to decide whether or not the City should be annexed to and become part of the District. The City and the District have had ongoing discussions concerning whether, and under what terms, they would agree to submit this issue to the voters. The City and the District have now reached agreement on the said terms and conditions and desire to reduce their agreement to writing.

**AGREEMENT**

**1. Annexation Process.**

A. **Pursuit of Annexation.** Pursuant to RCW 52.04.061 - .131, the parties agree to pursue annexation of the City to the District according to the terms and conditions set forth in the Agreement and any amendments thereto, subject to approval of such annexation by the Pierce County and King County Boundary Review Boards and the voters of the City and District. Contemporaneously with its execution of this Agreement, the City has passed an ordinance requesting annexation to the District. Contemporaneously with its execution of this Agreement, the District has accepted the City’s annexation request.

B. **Boundary Review Board Notices and Proceedings.** The parties agree to join together in pursuing a notice of intent to be filed with the Pierce County and King County Boundary Review Boards (BRBs) seeking annexation of the City to the District. The City shall take the lead in filing the notice of intent with the BRB, pursuant to RCW Chapter 36.93. The City shall also act as lead agency for SEPA purposes in connection with the annexation. The parties agree that they will not request the BRB to review the annexation. In the event that a request for review is filed by any person or persons authorized to do so under RCW 36.93.100, the District and the City agree to jointly coordinate, prepare, and present testimony to the BRB in favor of the annexation and to take all necessary actions to obtain BRB approval of the annexation.

C. **Notification of County Councils Election.** The District agrees to take all necessary steps to notify the Pierce County Council and King County Council of the District's acceptance of the annexation and to request that the Commissioners call a special election to be held in April, 2013, provided, that if the BRB's jurisdiction is invoked and a hearing is held on the annexation by the BRB pursuant to RCW Chapter 36.93, the District shall request the next available election date after the BRB decision, and any appeal thereof, becomes final, assuming that the same is favorable to annexation.

D. **Costs.** The parties understand and agree that Pierce/King County elections will invoice the City for all election costs within the city and the District for elections costs for the voters within the district. Both parties agree to pay the elections costs as invoiced within their respective boundaries. The parties agree to divide the costs associated with filing the notice of intent, issuance of SEPA and the conduct of the election at 9% by City and 91% by District, which are proportionate to the number of registered voters in each jurisdiction, provided however, each party shall at their sole cost prepare the legal description and map of their respective jurisdictions. For the shared costs, the City shall invoice the District and the District shall pay the City within 30 days of the date of the invoice.

E. **Cooperation as to Other Matters.** The parties agree to cooperate as to any other matters necessary to effectuate the annexation of the City to the District.

## 2. **Post-Annexation Fire & Emergency Medical Services.**

A. **Generally.** Upon the effective date of annexation of the City to the District, the District shall be solely responsible for the provision of fire protection, fire suppression, and emergency medical services within the incorporated boundaries of the City and the boundaries of the District. The District shall provide a generally uniform level of service throughout the District, including within the incorporated boundaries of the City, and shall in no event generally provide a lesser level of service within the City's boundaries than outside such boundaries. The "effective date of annexation" shall mean the date on which the election results are certified by the Pierce County and King County canvassing boards.

B. **Interim Financing of Services.** The City shall continue to pay for the District's services in the manner and in the amounts specified in the Operational Service Agreement until December 31st of the calendar year in which the District first becomes eligible to levy real property taxes in the City.

C. **Voter Approved Capital Indebtedness.** Pursuant to RCW 52.04.171, all property located within the boundaries of the City, which property is subject to an excess levy by the City for the repayment of voter-approved indebtedness for fire protection related capital improvements incurred prior to the effective date of annexation is exempt from voter-approved excess property taxes levied by the District for repayment of indebtedness prior to the effective date of the annexation. Similarly, property within the District shall be exempt from any voter-approved excess property taxes levied by the City for repayment of indebtedness incurred prior to the effective date of annexation.

D. **Fire Protection of City Owned Facilities.** The District shall provide fire and emergency medical services to city owned facilities at no cost to the City.

E. **Coverage & Staffing.** The district agrees to provide Fire and Emergency Medical services to meet the East Pierce Fire and Rescue emergency response goals. (See attachment 2). The Milton Station will be the first staffing priority for sleeper volunteer firefighters. Once station 114 is staffed, additional personnel will be assigned as needed to other district priorities. The requirements for volunteer firefighters will be according to the District's Volunteer Program Manual.

F. **Fire Prevention, Investigation & Code Enforcement Services.** The district agrees to provide fire prevention, fire investigation and code enforcement services within the boundaries of the City. Such services shall include but not necessarily be limited to the following: development plan review and approval, fire investigations, testing of sprinkler systems in new construction, , inspection, testing of fire alarm systems for certification in new construction, and enforcement of fire code violations. The district may adopt any reasonable fees associated with these services at the same level as the rest of the district. The city will assess reasonable "pass through" fire permit and plan review fees as adopted by the District. The City and the District will cooperate to regularly update the fees to remain reasonable. The City will collect the "pass through" fire permit and plan review fees. The City will retain 10% of said fees to offset the tracking/routing services, the remainder of the fees shall be paid to the district once per quarter.

G. **Emergency Management Services.** The District shall provide emergency management services to the City and the Fire Chief or designee shall coordinate EOC activities with the City, provide information, and maintain communication with the Mayor and city staff during activation.

H. **City Employees CPR Training.** The district will provide one CPR class per year for City Employees at no cost to the city.

I. **Fire Hydrant Inspections.** Fire hydrants within the city will be included in the district's hydrant inspection program and inspected on a regular basis at the same frequency as the rest of the district.

J. **Fire Marshal and Fire Code Official.** The term "local fire official," shall mean the chief (or his designee) of East Pierce Fire and Rescue. The "fire marshal" shall mean the fire marshal of East Pierce Fire and Rescue.

3. **Fire Station.** The real property at 1000 Laurel Street, Milton, WA, known commonly as the "Milton Fire Station" is the property of the City. Upon the effective date of annexation, the City hereby agrees to lease to the District the Fire Station building for one hundred (\$100) dollars per year. The City conveys all furnishings, fixtures, and equipment contained within the building to the District. The District hereby accepts the building, generator and its furnishing, fixtures and equipment in an "as is" condition. City makes no warranties or guarantees of any kind as to the condition of the same or the fitness of the same for any particular use, intended or unintended. The District agrees to be solely responsible to maintain and operate said Fire Station, or a replacement fire station and the surrounding grounds, parking areas and landscaping adjacent to the building (see Exhibit A for a sketch of such grounds and areas on the site) and pay all for all utilities. The District shall carry property and liability insurance coverage for the building, and shall pay any deductible on the policy in case of damage or destruction.

If the district discontinues use of the Fire Station for delivery of fire and medical services, then the Fire Station shall no longer be available for use by the district. The use will be deemed as discontinued if it is not staffed by uniformed fire personnel and used to house emergency vehicles. The City shall not sell, lease or offer the Fire Station for use as anything other than a fire station; provided that the district does not discontinue its use under this Agreement.

4. **Apparatus and Equipment.** Effective upon the date of annexation, the City hereby conveys and transfers to the District the City's entire interest in any and all fire, medical and other emergency apparatus, including, without limitation, all ambulances, fire engines, fire vehicles, trailers, and other fire-fighting and emergency equipment utilized by the fire department of the City. The City will also convey and transfer to the District any and all interest in any computers, telephones, radios, and other miscellaneous items utilized by the City fire department. The City will execute any necessary documents to confirm the transfer, but the intent of this paragraph is that title be conveyed immediately and automatically upon the effective date of annexation. The City agrees to transfer and assign any and all interest it may have in any manufacturer's, contractor's, or vendor's warranties related to the items to be conveyed under this paragraph to the District, to the extent that the same may be validly transferred or assigned. The conveyances required by this paragraph shall be without charge by the City. The City hereby represents and warrants that it is the sole owner of the acquired assets and has good and marketable title thereto, free and clear from all encumbrances, security interests, liens, charges, conditional sales contracts or claims of any kind, known or unknown, by any person. The District hereby accepts the items to be conveyed under this paragraph in an "as is" condition as of the date of the transfer and the City makes no warranties or guarantees of any kind as to the condition of the same or the fitness of the same for any particular use, intended or unintended.

5. **Maintenance and Operation of Fire Station, Apparatus and Equipment.** Upon transfer of the property to be conveyed by the City to the District under paragraphs 3 and 4 above, the District shall assume sole responsibility for the maintenance, operation and repair of the same and the City shall in no event be liable for any such maintenance, operation or repair.

6. **Transfer of Employees.** Upon the effective date of annexation, all employees of the City's Fire Department who have previously transferred, and are currently employed by the District shall become employees of the District in accordance with applicable statutes.

7. **Claims Existing Prior to Annexation – Indemnity.** Anything contained in this Agreement notwithstanding, the City shall remain solely liable for all liabilities, claims, damages, demands or other expenses of any kind or nature, known or unknown, including, but not limited to, the payment of general obligation and other bonds: (a) arising out of, in connection with or stemming from the City's ownership and usage of the acquired assets described in paragraphs 3 and 4, above, prior to annexation: and/or (b) arising out of, in connection with or stemming from the City's operation of the Milton Fire Department prior to annexation. The City is not transferring and the District is not assuming any of the foregoing liabilities, claims, demands, damages or other expenses.

**8. Liabilities – Indemnity.**

**A. By City.**

1. The City agrees to indemnify, hold harmless, and defend the District, its officers, agents, and employees, from and against any and all claims, losses, or liability for injuries, sickness, or death of persons, including employees of the City, or damage to property, occurring prior to the effective date of annexation and arising out of any negligent act, error, or omission of the City, its officers, agents, or employees, in providing fire and emergency medical services. The indemnity under this paragraph is intended to protect the District from claims by third parties stemming from events in connection with fire department operations occurring before annexation, and shall be limited thereto.

2. The City agrees to indemnify, hold harmless and defend the District, its officers, agents, and employees, from and against any and all losses, liabilities or other expenses arising out of any claims, demands or any other losses resulting to the District: (a) by reason of or arising out of the duties or liabilities of the City not expressly assumed by the District under this Agreement; or (b) that arise out of or are incurred by the District by reason of the incorrectness or breach by the City of any of the agreements, representations or warranties contained in the Agreement.

**B. By District.**

1. The District agrees to indemnify, hold harmless, and defend the City, its officers, agents, and employees, from and against any and all claims, losses, or liability for injuries, sickness, or death of persons, including employees of the City, or damage to property, occurring on or after the effective date of annexation and arising out of any negligent act, error, or omission of the District, its officers, agents, or employees, in providing fire and emergency medical services. The indemnity under this paragraph is intended to protect the City from claims by third parties stemming from events in connection with fire department operations occurring after annexation, and shall be limited thereto.

2. The District agrees to indemnify, hold harmless and defend the City, its officers, agents, and employees, from and against any and all losses, liabilities or other expenses arising out of any claims, demands or any other losses resulting to the City: (a) by reason of or arising out of the duties or liabilities of the District not expressly assumed by the City under this Agreement; or (b) that arise out of or are incurred by the City by reason of the incorrectness or breach by the District of any of the agreements, representations or warranties contained in the Agreement.

**9. Obligations Contingent.** The obligations of the parties under this Agreement are expressly contingent upon receipt of a favorable vote on annexation at the elections referenced in Section 1C. Except as otherwise expressly set forth in this Agreement, in the event that the annexation ballot proposition is not submitted to the voters, or in the event that the proposition is submitted and does not receive the favorable vote in both the District and the City that is required for annexation, this Agreement shall terminate and the parties shall have no further obligations under it. In the event that the annexation proposition is submitted and fails, the Operational Service Agreement between the City and the District will determine how fire and emergency medical services are provided through the term

of the agreement. Assuming the annexation is successful; this agreement shall guide the parties in their relationship post-annexation, but shall be reviewed by the parties commencing 18 months after the effective date of annexation to ascertain whether either party wishes to modify any provisions of the agreement.

10. **Availability of Records.** The City and the District agree to cooperate with each other in making available public records in the City's or the District's possession and control regarding the fire and emergency medical services operations.

11. **Costs.** Subject to subparagraph 1(D), above, each party agrees to bear and pay its own expenses in connection with the negotiation and implementation of this Agreement, including, but not limited to, its attorneys' fees and consultant fees.

12. **Existing agreements.** Upon annexation of the City to the District and transfer of the property referred to in paragraphs 3 and 4 above, except as provided in Paragraph 2.B, the Agreement referred to in Recital A above shall be automatically terminated and of no further effect.

13. **Notices.** Any notices to be given under this Agreement shall be delivered in person or mailed to the parties at the following addresses:

**To the City:**

Debra Perry, Mayor  
City of Milton  
1000 Laurel Street  
Milton, WA 98354

**To the District:**

Rick Kuss, Chair Board of Commissioners  
Pierce County Fire Protection District No. 22  
18421 Veterans Memorial Drive East  
Bonney Lake, WA 98391

14. **Integrated Agreement.** This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and may be modified only by a written instrument signed by all parties hereto.

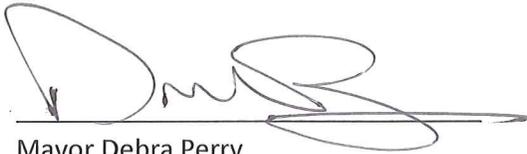
15. **Severability.** In the event that any section, sentence, clause, or paragraph of this Agreement is held to be invalid by any court of competent jurisdiction, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

16. **Litigation.** In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior court of the State of Washington, in and for Pierce County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

17. **Third Party Rights.** Anything to the contrary notwithstanding, nothing contained in this Agreement shall be interpreted to create third party rights in any person or entity not a party thereto.

18. **Effective Date.** This Agreement shall become effective upon approval and execution by both parties.

**CITY OF MILTON**



Mayor Debra Perry

Date: OCTOBER 1, 2012

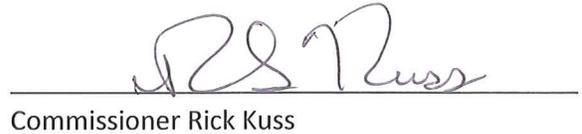
ATTEST/AUTHENTICATED:

LISA M TYLOR  
Lisa Tylor, City Clerk

APPROVED AS TO FORM:

[Signature]  
City Attorney, Bio Park

**PIERCE COUNTY FIRE PROTECTION DISTRICT  
NO. 22 dba EAST PIERCE FIRE & RESCUE**



Commissioner Rick Kuss

Date: 10/16/12

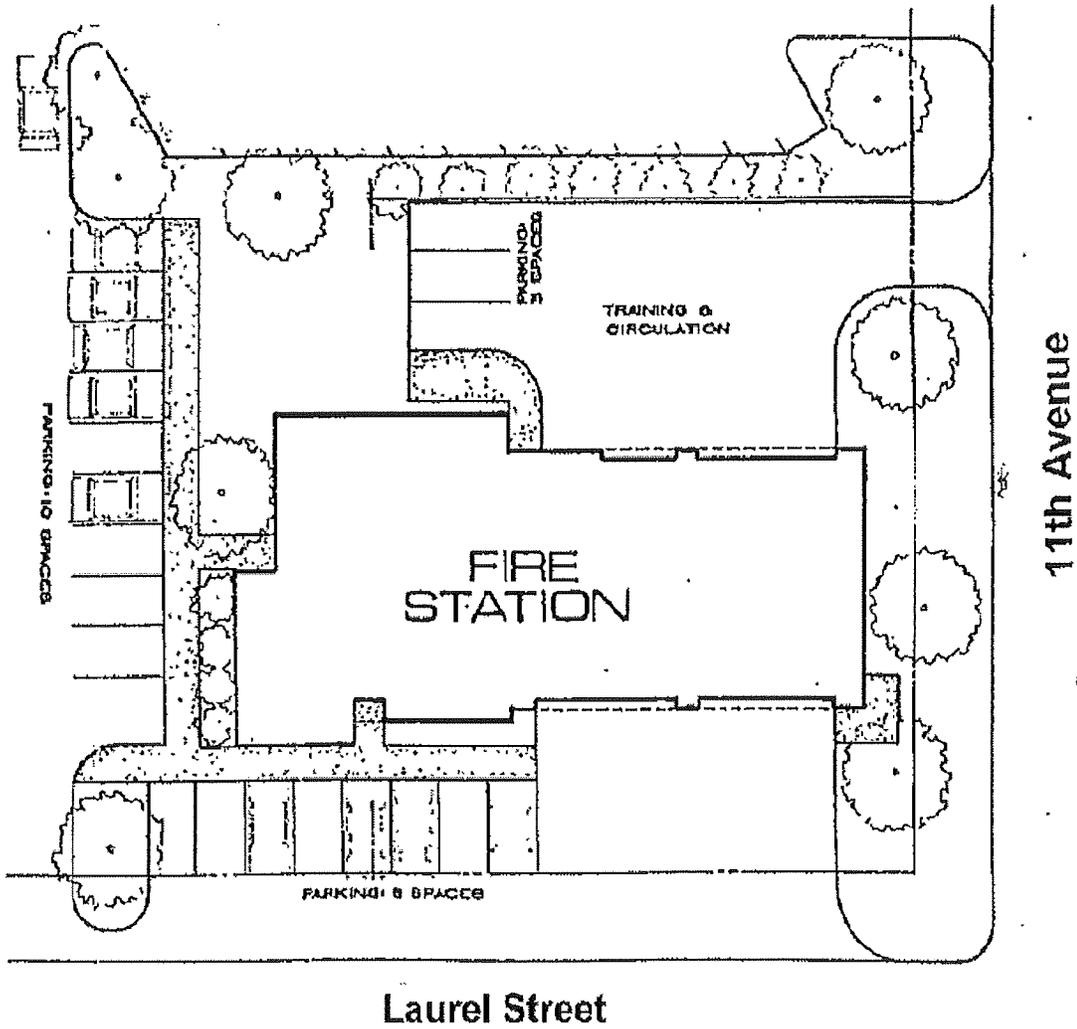
ATTEST/AUTHENTICATED:

Nancy Keck  
Nancy Keck, Secretary

APPROVED AS TO FORM:

[Signature]  
Attorney, Joseph Quinn

**Attachment 1**  
**Map of Station and Grounds**  
**1000 Laurel Street, Milton, WA**



# EMERGENCY RESPONSE GOAL STATEMENTS

## City of Milton

(January 1, 2011 to August 10, 2012)

1. **Response time<sup>10</sup> for the arrival of the first arriving engine company<sup>12</sup> at a fire suppression incident<sup>15</sup> (Building or Dwelling Only NFIRS 111 & 121)**
  - a) The National Fire Protection Association<sup>2</sup> defines 4 minutes as the performance standard. Our agency meets this objective 80 percent of the time.
  - b) Our agency has defined the City of Milton with 1 geographic area within city limits:
    - For the 1<sup>st</sup> geographic area<sup>21</sup>, our agency has defined 6 minutes as the performance standard. Our agency meets this objective 100 percent of the time.
      - 90% of our response times for this objective are 3:55 minutes or less.
2. **Response time<sup>10</sup> for the arrival of the first arriving engine company<sup>12</sup> to all other fires<sup>16</sup>**
  - a) The National Fire Protection Association<sup>2</sup> defines 4 minutes as the performance standard. Our agency meets this objective 88 percent of the time.
  - b) Our agency has defined the City of Milton with 1 geographic area within city limits.
    - For the 1<sup>st</sup> geographic area<sup>21</sup>, our agency has defined 6 minutes as the performance standard. Our agency meets this objective 100 percent of the time.
      - 90% of our response times for this objective are 3:41 minutes or less.
3. **Response time<sup>10</sup> for the arrival of a unit with first responder<sup>18</sup> or higher level capability at an emergency medical incident<sup>9</sup>**
  - a) The National Fire Protection Association<sup>2</sup> defines 4 minutes as the performance standard. Our agency meets this objective 58 percent of the time.
  - b) Our agency has defined the City of Milton with 1 geographic area within city limits.
    - For the 1<sup>st</sup> geographic area<sup>21</sup>, our agency has defined 6 minutes as the performance standard. Our agency meets this objective 87 percent of the time.
      - 90% of our response times<sup>10</sup> for this objective are 6:38 minutes or less.
4. **Response time<sup>10</sup> for the arrival of an advanced life support unit<sup>19</sup> at an emergency medical incident<sup>9</sup>, where this service is provided by the fire department<sup>20</sup>.**
  - a) The National Fire Protection Association<sup>2</sup> defines 8 minutes as the performance standard. Our agency meets this objective 94 percent of the time.
  - b) Our agency has defined the City of Milton with 1 geographic area within city limits.

- For the 1<sup>st</sup> geographic area<sup>21</sup>, our agency has defined 8 minutes as the performance standard. Our agency meets this objective 94 percent of the time.
  - 90% of our response times<sup>10</sup> for this objective are 6:38 minutes or less.

## Premise

- 1) We are only capturing the apparatus' times when that unit is responding and arriving priority.
- 2) We are only reporting on incidents that occur within our own jurisdiction.
- 3) Apparatus from neighboring agencies that respond into our jurisdiction (mutual aid or automatic aid received) will be measured.
- 4) Due to the flexibility for each agency to identify their own geographical area(s), a standard definition of descriptions has been included in the definition section, consistent with those definitions found in CFAI.

## Definitions

- 1) **Turnout Time** – The time interval that begins when the notification process begins by either an audible alarm or visual annunciation, or both, and ends at the beginning point of travel. Reference NFPA 1710 3.3.53.8.
- 2) **National Fire Protection Association (NFPA 1710 Standard - 2010 Edition)** –The standard for the organization and deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments.
- 3) **NFIRS** – National Fire Incident Reporting System.
- 4) **Fire Incident** – All NFIRS 100 incident types.
- 5) **Special Operation Incident** – Those emergency incidents to which the fire department responds that require specific and advanced training and specialized tools and equipment. Reference NFPA 1710 3.3.41.2.
- 6) **CPR** – Cardiopulmonary resuscitation.
- 7) **BLS** – A specific level of pre-hospital medical care provided by trained responders, focused on rapidly evaluating a patient's condition; maintaining a patient's airway, breathing, and circulation; controlling external bleeding; preventing shock; and preventing further injury or disability by immobilizing potential spinal or other bone fractures. Reference NFPA 1710 3.3.36.2
- 8) **ALS** – Emergency medical treatment beyond basic life support that provides for advanced airway management including intubation, advanced cardiac monitoring, defibrillation, establishment and maintenance of intravenous access, and drug therapy. Reference NFPA 1710 3.3.36.1

- 9) **Emergency Medical Incident** – The treatment of patients using basic first aid, CPR, BLS, ALS, and other medical procedures prior to the arrival at a hospital or other health care facility. Reference NFPA 1710 3.3.17. Note: Only NFIRS 321, 322, and 323 incident types.
- 10) **Response Time (aka Travel Time)** – Means the time immediately following the turnout time that begins when units are en route to the emergency incident and ends when the first arriving unit arrives at the scene. Reference NFPA 1710 3.3.53.7.
- 11) **NFPA 1710** – The standard for the organization and deployment of fire suppression, emergency medical operations, and special operations to the public by career fire departments.
- 12) **Engine Company** – Apparatus whose primary functions are to pump and deliver water and perform basic firefighting at fires; including search and rescue. Reference NFPA 1710 5.2.3.1.
- 13) **NFIRS 111** – Building fire.
- 14) **NFIRS 121** – Fire in mobile home used as fixed residence.
- 15) **Fire Suppression Incident** - Only NFIRS 111 and 121 incident types.
- 16) **All Other Fires** – All NFIRS 100 level incident types except 111 and 121.
- 17) **Full First Alarm Assignment** - Means the appropriate number and type of both apparatus and fire suppression personnel, as defined by each jurisdiction, sufficient to perform the eight NFPA defined fire-fighting tasks at a working structure fire incident. Reference NFPA 1710 5.2.4.2.2
- 18) **First Responder** – A trained individual providing initial assessment and basic first-aid intervention, including cardiac pulmonary resuscitation and automatic external defibrillator capability. Reference NFPA 1710 3.3.24
- 19) **Advanced Life Support Unit** – Personnel and equipment capable of providing ALS care.
- 20) **Fire Department** – A fire protection district or a regional fire protection service authority responsible for firefighting actions, emergency medical services, and other special operations in a specified geographical area. Reference Revised Code of Washington 52.33.020 (4)
- 21) **Geographical Areas:** 5 Classifications of geographical areas have been identified as defined in the CFAI (Commission on Fire Accreditation International) manual. Each

agency will identify which classification(s) apply to their agency, based on the defined area or zones population density.

**Metropolitan:** an incorporated or unincorporated area with a population of over 200,000 people and/or a population density over 3,000 people per square mile.

**Urban:** an incorporated or unincorporated area with a population of over 30,000 people and/or population density over 2,000 people per square mile.

**Suburban:** an incorporated or unincorporated area with a population of 10,000 to 29,999 and/or any area with a population density of 1,000 to 2,000 people per square mile.

**Rural:** an incorporated or unincorporated area with total population less than 10,000 people, or with a population of less than 1,000 people per square mile.

**Wilderness:** any rural area not readily accessible by public or private maintained road.

Back to Agenda Bill



“ WHERE COMPASSION  
AND ACTION MEET ”

[View Outdoor Burn Regulations](#)

## Milton Annexation Results

### East Pierce Fire and Rescue thanks the voters for their support in the April 23 election

In a special election, voters in the City of Milton and those who live in the East Pierce fire district overwhelmingly approved a measure to officially annex Milton into the fire district. Early results indicate that 85 percent of Milton voters support the annexation. Among voters living in the East Pierce Fire and Rescue district, 86 percent approve the measure.

"I truly believe that the reason we received such a strong show of support is because of the exceptional work our personnel provide every day throughout the district. We sincerely appreciate the voter's confidence in us," says East Pierce Fire and Rescue Fire Chief Jerry E. Thorson. He also expressed his appreciation of the City of Milton's leadership for their efforts in helping to provide efficient and effective fire and emergency medical services to the citizens and businesses of their city.

The annexation will be complete on January 1, 2014, when East Pierce and Rescue's boundaries will be officially adjusted to include Milton. The fire district has been providing these services to the residents of Milton through an operational agreement since early 2011. Due to the agreement, Thorson says he expects a smooth transition.

Formalizing the relationship through annexation gives Milton residents a voice in setting tax rates and voting for fire commissioners. The only other change Milton residents will notice is that they will pay for fire and EMS services directly to the fire district instead of paying the city, which then pay the district. Thorson notes that the annexation will not impact either rates or levels of service for existing East Pierce residents or businesses.

Election results will be certified on May 7.

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