



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

**July 9, 2018**  
**Monday**

**Special Meeting**  
**7:00 p.m.**

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

Rules for Citizen Comments posted in Council Chamber with sign-in sheet.

**5. Consent Agenda**

A. Minutes Approval:

- i. June 18, 2018

B. Claims Approval:

- i. Approval of the checks/vouchers/disbursements numbered 63763 to 63804 in the amount \$335,977.21.
- ii. Approval of the payroll disbursement of June 20, 2018 in the amount of \$163,196.22.

**6. Public Hearing**

- A. Six Year Transportation Improvement Program

**7. Regular Agenda**

- A. Six Year Transportation Improvement Program Resolution
- B. Transportation Impact Fee Ordinance 1<sup>st</sup> Reading
- C. Shoreline Master Plan Grant Acceptance

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  
at least 24 hours prior to the meeting.

Thank you.

- D. Fee Schedule Update Resolution
- E. PCRC Interlocal Agreement Amendment Resolution

**8. Council Reports**

**9. Director's Reports**

**10. Mayor's Report**

**11. 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  
at least 24 hours prior to the meeting.

Thank you.



**Regular Meeting**  
**Monday, June 18, 2018**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Styron Sherrell called the meeting to order at 7:00 p.m. and Mayor Pro Tem Hutson led the flag salute.

**ROLL CALL**

Present: Mayor Pro Tem Hutson, Councilmembers Johnson, Whalen, Tompkins, Ott and Whitaker

Absent: Councilmember Morton

**STAFF PRESENT**

Public Safety Administrator Hernandez, Municipal Services Administrator Peretti, Public Works Director Howlett and Finance Director Dunford, Public Works Operations Superintendent Barnhart and Surface Water Compliance Inspector Carter

**ADDITIONS/DELETIONS**

**MOTION**(Johnson/Hutson) "to excuse Councilmember Morton from tonight's meeting." **Passed**

6/0

**CITIZEN PARTICIPATION**

<b>Speaker</b>	<b>Comments</b>
Angelina Rieber (via email)	Mayor read: Thank you to the City of Milton for the friendly customer service these last few months. It has been less daunting to call in and get help or issues taken care of. Movie nights are an awesome addition to the city as well. Thanks for everyone's hard work!
Jim Manley	Thank you to Steve Peretti to his service. You will be missed. Regarding toll portion of SR 167, this will cause impact on Milton roads.

Barbra Edwards	Read a Certificate of Appreciation for the senior craft group that sends cookies to the Rangers. Donations accepted the third Thursday of every month by 10:30am at the Milton Activity Center.
Ken Fiebig	Handed out three-page copies of the Dept of Commerce grant from July 2013 regarding Milton Activities Center for council and staff reference.

## **PRESENTATION**

### **South King Tool Library**

Larry Todd gave a presentation on the South King Tool Library that is now open behind the Masonic Temple on Pacific Highway. The library is in two containers behind the temple. Tools will be available to check out by the public and donations of tools are accepted.

### **Waste Connections Donation**

Josh Metcalf presented a check on behalf of Waste Connections (DM Disposal) for \$3,000 to benefit Milton Days.

## **CONSENT AGENDA**

### **A. Check Approval Process**

#### A. Minutes Approval:

- i. June 4, 2018 Regular Meeting Minutes
- ii. June 11, 2018 Study Session

#### B. Claims Approval:

- i. Approval of the checks/vouchers/disbursements numbered 63668 to 63757 in the amount of \$417,111.31.
- ii. Approval of the payroll disbursement of June 5, 2018 in the amount of \$237,495.56.

**MOTION** (Whalen/Johnson) to approve the Consent Agenda. **Passed 6/0.**

## **REGULAR AGENDA**

### **A. Washington State Dept of Transportation Memo of Understanding for SR 167**

Explanation of this item was covered in the June 11<sup>th</sup> study session.

**MOTION** (Johnson/Whalen) “to authorize the Mayor to sign the Memorandum of Understanding between the City of Milton and the Washington State Department of Transportation for the Local Funding component of the SR-167 Gateway project.” **Passed 6/0**

### **B. Contract- EES- Electrical Rate Overview**

Explanation of this item was covered in the June 11<sup>th</sup> study session.

**MOTION** (Johnson/Whalen) “to authorize the Mayor to sign a Professional Services Agreement with EES Consulting, Inc. for \$27,000 for the Electric System Cost of Service and Rate Design Study.” **Passed 6/0.**

### **C. Contract – Skillings Connolly- Yuma Street Overlay**

Surface Water Compliance Inspector, Jamie Carter explained the project will begin mid-2019 so as not to tear up road due to a large housing development being constructed in Edgewood.

Councilmembers expressed their agreement with the timing of the project.

**MOTION** (Johnson/Whalen) “to authorize the Mayor to sign the Professional Services Agreement with Skillings/Connolly for \$48,470.53 for the design of the Yuma Street Transportation Improvement Board (TIB) Overlay project.”

### **D. Appointment to the Finance Committee**

Vacant position on the Finance Committee.

**MOTION** (Hutson/Tompkins) “to appoint Councilmember Whitaker to the Finance Committee for the remainder of 2018.” **Passed 6/0**

## **COUNCIL REPORTS**

Councilmember Whitaker

- Thanked Waste Connections for their donation to benefit Milton Days

Councilmember Ott

- Congrats to the seniors on their award!
- Prayers to Councilmember Morton’s family

- Asking for prayers for his family; as in-law's family was involved in recent random shooting.

#### Councilmember Tompkins

- Thank you to the city for repairing fence between water tower and house.
- The City of Milton needs more police officers.
- Did the attorney review the Dept of Commerce grant?

#### Councilmember Johnson

- Thank you to the seniors for cooking for the Rangers.
- Prayers for Councilmember Ott's family
- Police force needs help, wish we could do more
- Thank you to the city for beautification-please look at 10<sup>th</sup> for overgrown bushes
- Encourage all to use electronic council packets to cut down on use of paper

#### Mayor Pro Tem Hutson

- Commended the seniors on their hard work
- Need to look at Public Safety levy sooner than later

### **DIRECTOR'S REPORTS**

#### Public Safety Administrator Hernandez

- Thanked Steve Peretti for his work for the city and he will miss him.

#### Municipal Services Administrator Peretti

- Thanked Council for their work and looks forward to being a participating citizen.

#### Public Works Director Howlett

- Well #10 is coming along
- Decant out to bid and will be back for council review at the next meeting
- Dirt from Lloyd's is coming for the ballfield.

### **MAYOR'S REPORT**

- Expressed sympathy for Councilmember Morton and Ott.
- Thanked Steve Peretti and it is heartbreaking he's leaving but looking forward to continuing to work with him as a participating citizen.
- Clean City Green City is set for June 23<sup>rd</sup> at 9am.
- School is out June 21<sup>st</sup> so be careful, there will be kids on the streets this summer.
- The senior society is appreciated for all they do. The city is not in jeopardy of repaying any of the Dept of Commerce grant, the city wants to work together with the seniors.
- The City is hiring for two other positions.
- There is a service for Milton resident, former employee on Saturday, June 23<sup>rd</sup>.

**ADJOURNMENT**

The meeting was adjourned at 8:13 p.m.

\_\_\_\_\_  
Shanna Styron Sherrell, Mayor

ATTEST: \_\_\_\_\_  
City Clerk

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2018

CONSENT AGENDA ITEM #

CITY OF MILTON  
**PAYROLL and CLAIMS VOUCHER APPROVAL**  
July 2, 2018

Claim Vouchers:

Dates	Check #	Amount
6/21/2018	63763-63804	294,838.32
6/22/2018	EFT	41,138.89

Payroll Disbursements:

Date	Check #	Amount
6/20/2018	ACH	138,440.79
6/20/2018	63758-63762	24,755.43

**Total Accounts Payable:**

**\$ 335,977.21**

**Total Payroll:**

**\$ 163,196.22**

Voids - none

Printer Error Checks - none

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

06/12/2018 To: 06/25/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3892	06/22/2018	Claims	1	EFT	SANDRA L. ALLEN	4,000.00	Judge Services
					001 - 512 50 41 000 - Professional Services	4,000.00	Judge Services May 2018
3893	06/22/2018	Claims	1	EFT	CHASE PAYMENTECH	4,482.50	Credit Card Processing
					406 - 531 10 41 000 - Professional Services	896.50	Credit Card Processing
					401 - 533 10 41 000 - Professional Services	1,793.00	Credit Card Processing
					403 - 534 10 41 000 - Professional Services	1,793.00	Credit Card Processing
3894	06/22/2018	Claims	1	EFT	COLUMBIA BANK	455.46	Service Charges
					001 - 512 50 41 000 - Professional Services	28.80	Service Charges
					001 - 514 20 41 000 - Professional Services	108.24	Service Charges
					406 - 531 10 41 000 - Professional Services	63.68	Service Charges
					401 - 533 10 41 000 - Professional Services	127.37	Service Charges
					403 - 534 10 41 000 - Professional Services	127.37	Service Charges
3895	06/22/2018	Claims	1	EFT	MERCHANT CARD SVCS	66.65	Merchant Fees Court
					001 - 512 50 41 000 - Professional Services	66.65	Court Credit Card Fees
3896	06/22/2018	Claims	1	EFT	PIERCE COUNTY SEWER	207.57	Sewer; Sewer; Sewer; Sewer; Sewer
					001 - 518 30 47 000 - Public Utility Service	33.09	Sewer
					107 - 521 20 47 000 - Utilities	38.32	Sewer
					401 - 533 50 47 000 - Public Utility Services	44.73	Sewer
					001 - 575 50 47 000 - Public Utilities Services - CB	20.02	Sewer
					001 - 575 50 47 002 - Public Utilities Services - AC	38.32	Sewer
					001 - 576 80 47 000 - Public Utility Service	33.09	Sewer
3897	06/22/2018	Claims	1	EFT	PITNEY BOWES INC.	383.17	Postage Machine Lease
					001 - 513 10 42 000 - Communication	15.33	Postage Machine Lease
					001 - 514 20 42 000 - Communication	30.16	Postage Machine Lease
					107 - 521 20 42 000 - Communication	58.97	Postage Machine Lease
					406 - 531 10 42 000 - Communication	18.09	Postage Machine Lease
					406 - 531 10 42 000 - Communication	37.67	Postage Machine Lease
					401 - 533 10 42 000 - Communications	36.17	Postage Machine Lease
					401 - 533 10 42 000 - Communications	75.33	Postage Machine Lease
					403 - 534 10 42 000 - Communication	36.17	Postage Machine Lease
					403 - 534 10 42 000 - Communication	75.28	Postage Machine Lease
3898	06/22/2018	Claims	1	EFT	SHELL FLEET PLUS	4,894.33	Fuel
					001 - 518 30 32 000 - Operating Supplies/Fuel	15.33	Fuel
					406 - 531 30 32 000 - Fuel	443.33	Fuel
					401 - 533 50 32 000 - Fuel	384.24	Fuel
					403 - 534 50 32 000 - Fuel	859.92	Fuel
					101 - 542 30 32 000 - Operating Supplies/Fuel	208.52	Fuel
					001 - 576 80 32 000 - Fuel	77.48	Fuel
					001 - 576 80 32 000 - Fuel	2,905.51	Fuel
3899	06/22/2018	Claims	1	EFT	WA DEPT OF REVENUE	25,834.31	Excise Tax
					406 - 531 10 44 002 - Excise Tax	1,313.79	Excise Tax - Stormwater
					401 - 533 10 44 002 - Elect Excise Tax	15,095.67	Excise Tax - Electric
					403 - 534 10 44 002 - Water Excise Tax	9,405.50	Excise Tax - Water
					001 - 575 50 44 002 - Taxes On Bldg Rentals	19.35	Excise Tax - Rental
3900	06/22/2018	Claims	1	EFT	XPRESS BILL PAY ACCOUNTS PAYABLE	814.90	Online Web Payment Services
					406 - 531 10 41 000 - Professional Services	268.92	Online Web Payment Services Fee
					401 - 533 10 41 000 - Professional Services	277.07	Online Web Payment Services Fee
					403 - 534 10 41 000 - Professional Services	268.91	Online Web Payment Services Fee
3816	06/21/2018	Claims	1	63763	AIR SYSTEMS ENGINEERING INC.	1,693.01	HVAC Maintenance

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 518 30 48 002 - Building Repair & Maint	1,486.40	HVAC Maintenance
					107 - 521 20 48 002 - Facility Repairs and Mainten	206.61	HVAC Maintenance
<b>3817</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63764</b>	<b>ALL SYSTEMS INTERGRATED</b>	<b>2,906.86</b>	<b>Facility Material</b>
					503 - 518 80 36 002 - Equipment - IT	2,906.86	50% Deposit On City Hall Security Cameras
<b>3818</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63765</b>	<b>ALLIED ELECTRONICS</b>	<b>1,503.55</b>	<b>PW Material</b>
					402 - 594 33 63 095 - Curtailment Project	1,503.55	Capacitor Trip Device
<b>3819</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63766</b>	<b>ALLWEST UNDERGROUND</b>	<b>111.00</b>	<b>PW Material</b>
					407 - 594 31 63 133 - Citywide Ditch/Culvert Proje	111.00	Pipes
<b>3820</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63767</b>	<b>BLUE SKY LANDSCAPE SERVICES INC.</b>	<b>60.45</b>	<b>Professional Services</b>
					403 - 534 51 41 000 - Professional Services	60.45	Back Flow Testing
<b>3821</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63768</b>	<b>BUILDERS FIRSTSOURCE</b>	<b>251.63</b>	<b>Fire Station Remodel</b>
					310 - 594 18 61 143 - City Hall Retrofit	251.63	Paint Supplies
<b>3822</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63769</b>	<b>CHUCKALS</b>	<b>280.02</b>	<b>PW Supplies</b>
					001 - 518 30 31 000 - Operating Supplies	9.12	Tape, Batteries, Scissors, Pens & USB
					406 - 531 30 31 000 - Operating Supplies	59.54	Tape, Batteries, Scissors, Pens & USB
					401 - 533 50 31 000 - Operating Supplies	141.55	Tape, Batteries, Scissors, Pens & USB
					403 - 534 50 31 000 - Office and Operating Supplie	45.01	Tape, Batteries, Scissors, Pens & USB
					101 - 542 30 31 000 - Office and Operating Supplie	7.84	Tape, Batteries, Scissors, Pens & USB
					501 - 548 30 31 000 - Office & Operating Supplies	7.84	Tape, Batteries, Scissors, Pens & USB
					001 - 576 80 31 000 - Operating Supplies	9.12	Tape, Batteries, Scissors, Pens & USB
<b>3823</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63770</b>	<b>COBALT STORAGE</b>	<b>199.00</b>	<b>Archive Storage</b>
					001 - 518 50 45 000 - Operating Leases	199.00	Archive Storage - July 2018
<b>3824</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63771</b>	<b>COLUMBIA RIDGE LANDFILL</b>	<b>1,936.00</b>	<b>Waste Disposal</b>
					401 - 533 50 47 000 - Public Utility Services	1,936.00	Treated Wood Disposal
<b>3825</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63772</b>	<b>COMCAST BUSINESS</b>	<b>1,526.25</b>	<b>Phone And Internet Service</b>
					001 - 513 10 42 000 - Communication	76.32	Phone & Internet
					001 - 514 20 42 000 - Communication	76.32	Phone & Internet
					001 - 518 30 42 000 - Communication	38.16	Phone & Internet
					107 - 521 20 42 000 - Communication	228.94	Phone & Internet
					406 - 531 10 42 000 - Communication	152.63	Phone & Internet
					401 - 533 10 42 000 - Communications	354.86	Phone & Internet
					403 - 534 10 42 000 - Communication	370.07	Phone & Internet
					101 - 542 30 42 000 - Communication	76.32	Phone & Internet
					501 - 548 30 42 000 - Communications	38.16	Phone & Internet
					001 - 558 50 42 000 - Communications	38.16	Phone & Internet
					001 - 558 60 42 000 - Communication	38.16	Phone & Internet
					001 - 576 80 42 000 - Communication	38.15	Phone & Internet
<b>3826</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63773</b>	<b>CORE &amp; MAIN</b>	<b>213.50</b>	<b>Meter Boxes</b>
					404 - 594 34 64 123 - Meter Replacement	213.50	Meter Boxes
<b>3827</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63774</b>	<b>CUSTOM HARDWOOD FLOORS, INC.</b>	<b>1,840.83</b>	<b>Facility Maintenance</b>
					310 - 594 18 61 143 - City Hall Retrofit	1,840.83	Screen & Coat Wood Floors
<b>3828</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63775</b>	<b>D.M. RECYCLING</b>	<b>1,927.26</b>	<b>Disposal</b>
					403 - 534 50 47 000 - Public Utility Services	1,927.26	Demo Disposal Wells #6,7,4

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3829	06/21/2018	Claims	1	63776	EDGEWOOD SECURITY & LOCK	170.35	Bldg Maintenance
					001 - 518 30 48 000 - Repairs & Maintenance	170.35	Rekey Council Chambers Door
3830	06/21/2018	Claims	1	63777	FERGUSON ENTERPRISES, INC. #1539	56,015.77	Meters; PW Material; PW Material; PW Material
					403 - 534 50 31 000 - Office and Operating Supplie	68.38	Service Brass
					404 - 594 34 64 123 - Meter Replacement	54,703.82	Meters
					404 - 594 34 64 123 - Meter Replacement	95.39	Meter Lids
					404 - 594 34 64 123 - Meter Replacement	1,148.18	Meter Boxes
3831	06/21/2018	Claims	1	63778	FIRE KING OF SEATTLE INC.	41.19	Facility Maintenance; Facility Services
					001 - 518 30 31 000 - Operating Supplies	27.45	Brackets
					107 - 521 20 41 000 - Professional Services	13.74	Fire Extinguisher Annual Inspection
3832	06/21/2018	Claims	1	63779	GRAINGER INC	99.51	PW Material
					501 - 548 30 35 000 - Small Tools & Equipment	99.51	Handle Magnets
3833	06/21/2018	Claims	1	63780	HOLT SERVICES INC	55,048.37	Pay Estimate #1
					404 - 594 34 62 100 - Well #10 Construction	55,048.37	Pay Estimated #1
3834	06/21/2018	Claims	1	63781	HONEY BUCKET	162.40	Monthly Rental
					001 - 576 80 45 000 - Operating Rentals and Lease:	162.40	Monthly Rental - Interurban Trail
3835	06/21/2018	Claims	1	63782	KIMBALL MIDWEST	457.18	Fleet Material
					501 - 548 30 31 000 - Office & Operating Supplies	457.18	Ultra-Bit Tin
3836	06/21/2018	Claims	1	63783	LAKEWOOD, CITY OF	199.05	Training
					107 - 521 40 49 002 - Misc/Trng, Registrations	199.05	EVOC Track - Johnson, Torgenson, Hueder, Kidwell & Takiguchi
3837	06/21/2018	Claims	1	63784	LORI LEWIS	250.00	Bldg Rental Deposit Refund
					001 - 589 10 00 000 - Refund Facility Deposit	250.00	Bldg Rental Deposit Refund
3838	06/21/2018	Claims	1	63785	LOCKE SYSTEMS INC	8,186.08	IT Services
					503 - 518 80 41 001 - Professional Services - IT	8,186.08	IT Services - May 2018
3839	06/21/2018	Claims	1	63786	LONG PEST CONTROL INC.	1,107.79	Pest Control
					001 - 518 30 41 000 - Professional Services	1,107.79	One Shot OHA Service
3840	06/21/2018	Claims	1	63787	NATIONAL SAFETY, INC.	956.34	PW Material
					406 - 531 30 31 000 - Operating Supplies	59.46	Sign Stand & Signal Wand
					401 - 533 50 31 000 - Operating Supplies	835.62	Sign Stand & Signal Wand
					403 - 534 50 31 000 - Office and Operating Supplie	61.26	Sign Stand & Signal Wand
3841	06/21/2018	Claims	1	63788	NEWS TRIBUNE, THE	1,584.03	Legal Notice; Legal Notice; Legal Notice; Legal Notice; Legal Notice
					001 - 511 60 41 002 - Advertising	58.31	Ord 1943-18
					001 - 511 60 41 002 - Advertising	241.13	Ord 1942-18
					001 - 558 60 41 002 - Advertising	290.43	NOA Cassedy Short Plat Variance
					001 - 558 60 41 002 - Advertising	301.15	NOA Tacoma RV Service Shop
					407 - 594 31 63 097 - Decant Facility	693.01	RFP Decant Facility
3842	06/21/2018	Claims	1	63789	O'REILLY/FIRST CALL	130.25	Fleet Material
					501 - 548 30 31 000 - Office & Operating Supplies	130.25	Grease, Wheel Studs/Covers, Fuse Holders
3843	06/21/2018	Claims	1	63790	PIERCE CO BUDGET & FINANCE	135.27	Crime Victims
					001 - 586 12 00 000 - Crime Victims Comp Fund	135.27	Crime Victims - May 2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3844	06/21/2018	Claims	1	63791	ROBINSON AND NOBLE, INC.	18,417.52	Consulting Services; Consulting Services
					404 - 594 34 63 100 - Well #10 Design Project	11,098.09	Consutling Services
					404 - 594 34 63 144 - Well #1 Rehabilitation Projec	7,319.43	Consulting Services
3845	06/21/2018	Claims	1	63792	SCORE	175.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	175.00	Jail Services - May 2018
3846	06/21/2018	Claims	1	63793	SUMNER, CITY OF	2,205.42	Animal Control
					107 - 554 30 51 107 - Animal Control	2,205.42	Animal Control - June 2018
3847	06/21/2018	Claims	1	63794	SUNNYSIDE, CITY OF	1,845.00	Jail Services
					107 - 523 60 51 000 - Intergov. Jail Services	1,845.00	Jail Services - May 2018
3848	06/21/2018	Claims	1	63795	SUPPLYWORKS	1,118.21	PWMaterial; PWMaterial; PWMaterial
					001 - 518 30 31 000 - Operating Supplies	181.68	Janitorial Supplies
					406 - 531 30 31 000 - Operating Supplies	181.69	Janitorial Supplies
					401 - 533 50 31 000 - Operating Supplies	181.68	Janitorial Supplies
					401 - 533 50 48 000 - Repairs and Maintenance	43.03	Fire Extinguisher
					403 - 534 50 31 000 - Office and Operating Supplie	181.69	Janitorial Supplies
					101 - 542 30 31 000 - Office and Operating Supplie	181.68	Janitorial Supplies
					501 - 548 30 31 000 - Office & Operating Supplies	166.76	Storage Boxes, Brackets & Cleaner
3849	06/21/2018	Claims	1	63796	SYSTEMS FOR PUBLIC SAFETY, INCL.	5,393.03	Vehicle Repair; Vehicle Repair
					107 - 521 20 35 000 - Small Tools and Equipment	194.86	#4514 Console For Lights
					107 - 521 20 35 004 - Vehicle Purchase	5,198.17	#4514 New Vehicle Equipment, Brakes & Tires
3850	06/21/2018	Claims	1	63797	TACOMA CITY TREASURER	10.80	Late Fees
					107 - 528 00 51 000 - Intergov't Svcs-Dispatch	10.80	Late Fees
3851	06/21/2018	Claims	1	63798	TRI-TEC COMMUNICATIONS INC.	5,389.61	Phone Support Agreement
					503 - 518 80 41 001 - Professional Services - IT	5,389.61	1 Year Managed Support Agreement
3852	06/21/2018	Claims	1	63799	UNIFIRST CORPORATION	662.99	Uniforms; Uniforms; Uniforms; Uniforms
					001 - 518 30 20 002 - Uniforms	6.95	Uniforms
					001 - 518 30 20 002 - Uniforms	7.28	Uniforms
					406 - 531 30 20 002 - Uniforms	47.83	Uniforms
					406 - 531 30 20 002 - Uniforms	50.06	Uniforms
					401 - 533 50 20 002 - Uniforms	32.26	Uniforms
					401 - 533 50 20 002 - Uniforms	65.89	Uniforms
					401 - 533 50 20 002 - Uniforms	33.76	Uniforms
					401 - 533 50 20 002 - Uniforms	65.89	Uniforms
					403 - 534 50 20 002 - Uniforms	113.66	Uniforms
					403 - 534 50 20 002 - Uniforms	118.94	Uniforms
					101 - 542 30 20 002 - Uniforms	33.40	Uniforms
					101 - 542 30 20 002 - Uniforms	34.96	Uniforms
					501 - 548 30 20 002 - Uniforms	18.51	Uniforms
					501 - 548 30 20 002 - Uniforms	19.37	Uniforms
					001 - 576 80 20 002 - Uniforms	6.95	Uniforms
					001 - 576 80 20 002 - Uniforms	7.28	Uniforms
3853	06/21/2018	Claims	1	63800	UNIVAR USA INC	7,862.80	Water Material
					403 - 534 51 31 000 - Operating Supplies	7,862.80	Chemicals

# CHECK REGISTER

City Of Milton  
MCAG #: 0590

06/12/2018 To: 06/25/2018

Time: 16:42:12 Date: 06/25/2018  
Page: 5

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
<b>3854</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63801 WA DEPT OF COMMERCE</b>	<b>92,536.75</b>	<b>Comprehensive Overlay Program; Milton Way &amp; 27th Avenue; Milton Way Improvement 28th Ave</b>
				101 - 591 95 78 000 - Debt Service Principal	20,489.36	Comprehensive Overlay Program PW-02-691-034
				101 - 591 95 78 000 - Debt Service Principal	37,545.80	Milton Way & 27th Ave PW-04-691-046
				101 - 591 95 78 000 - Debt Service Principal	30,085.56	Milton Way Improvements 28th Ave PW-04-691-047
				101 - 592 95 83 001 - Debt Service Interest	2,048.94	Comprehensive Overlay Program PW-02-691-034
				101 - 592 95 83 001 - Debt Service Interest	1,314.10	Milton Way & 27th Ave PW-04-691-046
				101 - 592 95 83 001 - Debt Service Interest	1,052.99	Milton Way Improvements 28th Ave PW-04-691-047
<b>3855</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63802 WA DEPT OF ENTERPRISE SVCS</b>	<b>89.57</b>	<b>Business Cards</b>
				107 - 521 20 31 000 - Office and Operating Supplie	41.22	Business Cards - Hobbs
				406 - 531 10 31 000 - Office and Operating Supplie	24.17	Business Cards - Carter
				001 - 558 60 31 000 - Operating Supplies	24.18	Business Cards - Port
<b>3856</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63803 WA STATE TREASURER</b>	<b>8,322.99</b>	<b>Court Remittance &amp; Bldg Code</b>
				001 - 586 83 00 000 - Trama/Auto Theft/Brain Inju	504.93	Court Remittance
				001 - 586 88 00 000 - State General Fund 54 (PSE/	125.92	Court Remittance
				001 - 586 89 00 000 - Death Investigation Account	358.84	Court Remittance
				001 - 586 91 00 000 - State General Fund 40 (PSE/	3,997.03	Court Remittance
				001 - 586 92 00 000 - State General Fund 50 (PSE/	2,021.26	Court Remittance
				001 - 586 97 00 000 - JIS	1,297.09	Court Remittance
				001 - 586 99 00 000 - School Zone Safety	4.42	Court Remittance
				001 - 589 30 01 000 - Building Code Fee	13.50	Building Code Fees
<b>3857</b>	<b>06/21/2018</b>	<b>Claims</b>	<b>1</b>	<b>63804 WEST COAST CODE CONSULTANTS</b>	<b>11,815.69</b>	<b>Plan Review; Plan Reviews</b>
				001 - 558 50 41 000 - Professional Services	8,982.44	Plan Review - Tacoma RV Trailer Service Shop
				001 - 558 50 41 000 - Professional Services	1,330.43	Plan Review - Sager Family Homes SFR
				001 - 558 50 41 000 - Professional Services	1,502.82	Plan Review - Mill Town Landing Lot 1
				001 General Fund	32,517.56	
				101 Street Fund	93,079.47	
				107 Criminal Justice Fund	10,416.10	
				310 Capital Improvement Fund	2,092.46	
				401 Electric Utility Operations Fund	21,524.12	
				402 Electric Capital Improvement Fund	1,503.55	
				403 Water Utility Operations Fund	23,375.67	
				404 Water Capital Improvement Fund	129,626.78	
				406 Stormwater Operations Fund	3,617.36	
				407 Stormwater Capital Fund	804.01	
				501 Vehicle Repair & Maintenance Fund	937.58	
				503 Information Technology	16,482.55	
					335,977.21	Claims: 335,977.21

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Milton and that I am authorized to authenticate and certify to said claim.

Auditing Officer: \_\_\_\_\_

Date: \_\_\_\_\_

# Payroll Disbursements

001 General Fund	10,869.80	
101 Street Fund	5,898.28	
107 Criminal Justice Fund	77,712.28	
116 Community Events Fund	47.67	
310 Capital Improvement Fund	86.45	
401 Electric Utility Operations Fund	21,062.86	
402 Electric Capital Improvement Fund	805.14	
403 Water Utility Operations Fund	29,139.63	
404 Water Capital Improvement Fund	1,980.35	
406 Stormwater Operations Fund	13,969.31	
501 Vehicle Repair & Maintenance Fund	1,617.96	
503 Information Technology	6.49	
	<hr/>	
	163,196.22 Payroll:	163,196.22

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Milton and that I am authorized to authenticate and certify to said claim.

Auditing Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
( ) Finance Director ( ) Municipal Services Administrator

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**To:** Mayor Sherrell and City Council Members  
**From:** Mark Howlett, P.E., Public Works Director  
**Date:** July 9, 2018  
**Re:** **Public Hearing – 2019 - 2024 Six-Year Transportation Improvement Program**

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**ATTACHMENTS:** None – See Item 7A

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendations/Actions:** Receive public Comment

**Fiscal Impact/Source of Funds:** The 6-year Transportation Improvement Program (TIP) is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues, so the TIP attempts to balance the two with an eye to City goals and priorities, including development requirements and maintenance of the existing system.

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**Background:** As part of the adoption of the Six-Year TIP, the City must hold a Public Hearing to gather public comments.

**Issue:** State Law (RCW 35.77.010) requires that each city develop a local Transportation Improvement Program (TIP) and update it annually. Most federal, state and county grant agencies require projects to be included in the City's adopted 6-year TIP for them to be eligible for grant funding.

**Discussion:** The TIP is a planning document which lists all transportation-related projects the City of Milton hopes to complete over the course of the next six years, starting at the beginning of 2019. Local agencies are required to develop and adopt a 6-year TIP every year. At least one public hearing must be held during the development of the final TIP, and adoption must occur by resolution.

As a reminder, this is a planning tool, and it is not meant to be a specific program of exactly what will happen. Variables such as funding, City goals, work load, and Council priorities will have an impact on this plan. Adoption of the 6-year TIP does not irreversibly commit the City of Milton to constructing the projects. Changes, deletions, and revisions to the document are allowed by the City Council at any time.

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**To:** Mayor Styron Sherrell and City Council Members  
**From:** Mark Howlett, P.E., Public Works Director  
**Date:** July 9, 2018  
**Re:** 2019 - 2024 Six-Year Transportation Improvement Program (TIP)

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**ATTACHMENTS:**      **1. Draft Resolution**  
                                 **2. Proposed 2019-2024 Six-Year Transportation Improvement Program**

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**TYPE OF ACTION:**

Information Only    Discussion    Action    Public Hearing    Expenditure

**Fiscal Impact/Source of Funds:** The 6-year TIP is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues, so the TIP attempts to balance the two with an eye to City goals and priorities, including development requirements and maintenance of the existing system.

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**Issue:** State Law (RCW 35.77.010) requires that each city develop a local Transportation Improvement Program (TIP) and update it annually. Most federal, state and county grant agencies require projects to be included in the city’s adopted 6-year TIP for them to be eligible for grant funding.

**Discussion:** The TIP is a planning document which lists all transportation-related projects the City of Milton hopes to complete over the course of the next six years, starting at the beginning of 2019. Local agencies are required to develop and adopt a 6-year TIP every year. At least one public hearing must be held during the development of the final TIP, and adoption must occur by resolution.

The State requires the City to include all projects with secured funding and any projects that are planned but not funded. The projects identified for years 1 through 3 are incorporated into the State TIP, which is maintained by the Washington State Department of Transportation. In years 4 through 6, we identify projects that the City of Milton either would like to complete or that require significant long-term planning to accomplish.

As a reminder, this is a planning tool, and it is not meant to be a specific program of exactly what will happen. Variables such as funding, City goals, work load, and Council priorities will have an impact on this plan. Adoption of the 6-year TIP does not irreversibly commit the City of Milton to constructing the projects. Changes, deletions, and revisions to the document are allowed by the City Council at any time.

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# CITY OF MILTON

## SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM 2019 - 2024

# PREFACE

Chapter 35.77.010 of the Revised Code of Washington (RCW) provides that each city shall annually update its Six-Year Transportation Improvement Program and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding from the State, it must appear in the agency's current Program. Because the state also disperses federal highway funds, this requirement applies to federally funded projects as well.

RCW 35.77.010 also requires each city to specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program for that region.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and maintenance of our street system.

Several important points must be considered during the review of the proposed Program. The early years of the Program are fairly definite in that it can be assumed that those projects will be constructed as scheduled, pending anticipated funding received. Projects in the later years are more flexible and may be accelerated, delayed or canceled as funding and conditions change.

It is also important to note that the adoption of the Program does not irreversibly commit the City of Milton to construct the projects. A project may be canceled at any time during the course of study or design. The usual reasons for canceling a project are that it is environmentally unacceptable or contrary to the best interests of the community as a whole. The Program may at any time be revised by a majority of the City Council, but only after a public hearing.

## GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS

The need to leverage local dollars through grant applications is very important to the City, especially in light of the decrease in funding available for transportation related capital improvements. The intent of this Program is not only to list and program projects for funding, but also to inform the City Council and general public about those projects for which the City will be pursuing grant opportunities.

## FUNDING SOURCES

Although the following is a list of potential and typical funding sources for transportation related capital improvement projects, it is by no means an all-encompassing list. The Public Works Department continues to search for other and new funding options that may not be included in this list.

### **A. Motor Vehicle Fuel Tax Funds**

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. Anticipated revenue from this tax is approximately \$180,000 in 2019. At this time, the amount of motor vehicle fuel tax that the City of Milton receives is not used for capital improvement projects but serves to fund day to day operations of the Street Division and on-going maintenance of the existing street system.

### **B. Federal Aid Funding Programs**

Each of the Federal aid programs listed below has specific requirements a project must meet to qualify for funding under the individual program. For a project to receive funding from any of these sources it must compete with other public agency projects.

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) restructured Federal highway programs and its successors, the Transportation Efficiency Act of 1998 (TEA-21); Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21); and the Safe, Accountable, Flexible, Efficient Transportation Act; a Legacy of Users (SAFETEA-LU) have continued the federal financial participation in the nation's roadway network. Project prioritization and selection must be done by the Metropolitan Planning Organization (MPO) in areas of greater than a population of 50,000. The MPO for this region (in which the City of Milton is located) is the Puget Sound Regional Council (PSRC).

There are a number of specific funding opportunities. These include the following:

1. STP Surface Transportation Program: These are the most-flexible of the federal funds and can be used for a variety of transportation projects and programs.
2. CMAQ Congestion Mitigation and Air Quality: This is a regionally competitive program intended for projects that significantly improve air quality by reducing emissions and congestion.
3. HES Hazard Elimination System: This is a statewide competitive program specifically oriented toward the elimination of hazards to the traveling public.
4. BRAC Bridge Replacement Advisory Committee funds. This is a statewide competitive program for the rehabilitation and replacement of bridges.

### **C. Transportation Improvement Board (TIB)**

The TIB has a number of statewide competitive programs which use criteria developed by the TIB for prioritization of projects. The three TIB programs in which the City can compete are as follows:

- a. UAP Urban Arterial Program. This program is for arterial street construction with primary emphasis on safety; growth and development; physical condition and mobility.

- b. UCP Urban Corridor Program. This program provides funding for large scale projects that are of a regional significance.
- c. SP Urban Sidewalk Program. This program is for the improvement of pedestrian safety, and to address pedestrian system continuity and connectivity.
- d. APP Arterial Preservation Program. This program provides funding for overlay for agencies with less than \$2 billion assessed valuation.

**D. City Funding Sources**

- a. Real Estate Excise Tax (REET). This funding source comes from the two one-quarter-percent REETs charged by the City on the sale of real estate within the City limits. By law, the City's REET is allocated between parks, facilities, stormwater, and transportation related capital improvements
- b. Traffic Impact Fees (TIF). This fee, paid by new development projects, is to provide funding for improvements to the transportation system to mitigate traffic impacts created by those developments.

**E. Washington State Department of Transportation**

- a. Safe Routes to Schools Program: This program is for the improvement of safety and mobility for children by enabling and encouraging them to walk and bicycle to school.
- b. Pedestrian and Bicycle Program: This program's objective is to improve the transportation system to enhance safety and mobility for people who choose to walk or bike.

**F. Surface Water Management Program**

The City's Storm Drainage Capital Improvement Fund has a designated amount set aside for capital improvements. These funds go toward paying for drainage facilities constructed in conjunction with street improvements, along with other identified stormwater capital improvement projects.

## CONSISTENCY WITH LAND USE MANAGEMENT PLAN

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and, in particular, transportation facilities and services. The City of Milton was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Milton has, as part of its Comprehensive Plan, a Transportation Element with a Master Goal to "Ensure that transportation facilities and services needed to support development are available concurrent with the impacts of such development to protect investments in existing transportation facilities and services, maximize the use of the facilities and services, and promote orderly compact growth."

Specific goals include the following:

1. To develop, maintain, and operate a balanced, safe, and efficient multi-modal transportation system.
2. To assure adequate accommodation of pedestrian and handicapped persons needs in all transportation facilities.
3. To ensure adequate parking in commercial areas in order to support economic growth, while maintaining consistency with design and pedestrian circulation goals.

The projects in the Six-Year Transportation Improvement Program are intended to conform to the goals within the City's current Comprehensive Plan.

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	2019-2024	
EXPENDITURE PLAN							
SECTION 1 NEW CONSTRUCTION ARTERIAL STREET PROJECTS	Project Name	Funding Source	2019	2020	2021	2022-2024	TOTAL FUNDS
1.1	5th Avenue Improvements - 376th Street to Porter Way Total Estimated Cost \$6,180,000	City Grant Other Total	0 0 0 0	103 103 103 309	206 3,090 2,575 5,871	0 0 0 0	309 3,193 2,678 6,180
1.2	28th Avenue - Birch Street to Alder Road Extension - Comet Street to Alder Street Total Estimated Cost \$1,193,000	City Grant Other Total	0 0 0 0	22 196 0 217	98 878 0 975	0 0 0 0	119 1,073 0 1,193
1.3	Pacific Highway East Reconstruction - Entire City Limits Total Estimated Cost \$7,725,000	City Grant Other Total	0 0 0 0	0 0 0 0	26 206 0 232	1,313 5,150 1,030 7,493	1,339 5,356 1,030 7,725
<b>TOTALS</b>		City Grant Other Total	0 0 0 0	125 299 103 526	330 4,174 2,575 7,078	1,313 5,150 1,030 7,493	1,767 9,622 3,708 15,098

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	TOTAL FUNDS 2019-2024
EXPENDITURE PLAN						
SECTION 2 ROADWAY IMPROVEMENTS						
Project Name	Project Description	Funding Source	2019	2020	2021	2022-2024
2.1 Safety Improvements in the Vicinity of Schools - Miscellaneous location as needed to improve access and encourage increased walking to school. <b>Total Estimated Cost \$1,030,000</b>	May include sidewalks, crossing improvements, signage, etc. in vicinity of schools.	City Grant Other <b>Total</b>	0 163 0 163	0 163 0 163	55 649 0 704	0 0 0 0
2.2 Milton Way Improvements - Juniper to Porter Way <b>Total Estimated Cost \$3,410,000</b>	Curb, gutter, sidewalks, retaining walls.	City Grant Other <b>Total</b>	0 0 0 0	0 0 0 0	325 3,085 0 3,410	0 0 0 0
2.3 Porter Way Improvements - W side, 5th Avenue to Kent Street <b>Total Estimated Cost \$352,000</b>	Minor pavement repair, minor storm drainage, construct sidewalk.	City Grant Other <b>Total</b>	0 0 0 0	0 0 0 0	80 272 0 352	0 0 0 0
2.4 Milton Way Improvements - 28th to Meridian <b>Total Estimated Cost \$628,000</b>	Uptown Area improvements in line with adopted vision.	City Grant Other <b>Total</b>	0 0 0 0	126 0 0 126	0 108 394 502	0 0 0 0
2.5 Milton Way / High School - Pedestrian Connection <b>Total Estimated Cost \$4,330,000</b>	Construction of pedestrian improvement from Porter down Milton Way and 20th to the High School. Partner with Five. Safe Routes to School Grant.	City Grant Other <b>Total</b>	0 0 0 0	325 3,085 920 4,330	0 0 0 0	0 0 0 0
2.6 SR161 / 28th Avenue - Intersection Modifications <b>Total Estimated Cost \$541,000</b>	Realign intersection including paving, curb and gutter, sidewalk, and signal work.	City Grant Other <b>Total</b>	0 0 0 0	0 0 0 0	108 433 0 541	0 0 0 0

**Six-Year Transportation Improvement Program  
2018 - 2023**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	2019-2024
EXPENDITURE PLAN						TOTAL FUNDS
SECTION 2	Project Name	Funding Source				
<b>ROADWAY IMPROVEMENTS</b>						
2.1	Safety Improvements in the Vicinity of Schools - Miscellaneous location as needed to improve access and encourage increased walking to school. <b>Total Estimated Cost \$1,030,000</b>	City Grant Other <b>Total</b>	0 163 0 <b>163</b>	55 649 0 <b>704</b>	0 0 0 <b>0</b>	55 975 0 <b>1,030</b>
2.2	Milton Way Improvements - Juniper to Porter Way <b>Total Estimated Cost \$3,410,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	325 3,085 0 <b>3,410</b>	0 0 0 <b>0</b>	325 3,085 0 <b>3,410</b>
2.3	Porter Way Improvements - W side, 5th Avenue to Kent Street <b>Total Estimated Cost \$352,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	80 272 0 <b>352</b>	0 0 0 <b>0</b>	80 272 0 <b>352</b>
2.4	Milton Way Improvements - 28th to Meridian <b>Total Estimated Cost \$628,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	126 108 394 <b>502</b>	0 0 0 <b>0</b>	126 108 394 <b>628</b>
2.5	Milton Way / High School - Pedestrian Connection <b>Total Estimated Cost \$4,330,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	325 3,085 920 <b>4,330</b>	0 0 0 <b>0</b>	325 3,085 920 <b>4,330</b>
2.6	SR161 / 28th Avenue - Intersection Modifications <b>Total Estimated Cost \$541,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	108 433 0 <b>541</b>	0 0 0 <b>0</b>	108 433 0 <b>541</b>





**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	2019-2024	
EXPENDITURE PLAN							
SECTION 4 TRANSPORTATION PLANNING	Project Name	Funding Source	2019	2020	2021	2022-2024	TOTAL FUNDS
4.1	Pavement Management System <b>Total Estimated Cost \$33,000</b>	City Grant Other <b>Total</b>	7 0 0 7	7 0 0 7	12 0 0 12	7 0 0 7	33 0 0 33
4.2	Transportation Model <b>Total Estimated Cost \$54,000</b>	City Grant Other <b>Total</b>	54 0 0 54	0 0 0 0	0 0 0 0	0 0 0 0	54 0 0 54
4.3	Development Guidelines Modifications <b>Total Estimated Cost \$33,000</b>	City Grant Other <b>Total</b>	7 0 0 7	7 0 0 7	12 0 0 12	7 0 0 7	33 0 0 33
4.4	West Milton Commercial District Streetscape <b>Total Estimated Cost \$40,0100</b>	City Grant Other <b>Total</b>	28 0 0 28	12 0 0 12	0 0 0 0	0 0 0 0	40 0 0 40
<b>TOTALS</b>		<b>Total</b>	<b>96</b>	<b>26</b>	<b>24</b>	<b>14</b>	<b>160</b>

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	TOTAL FUNDS	
EXPENDITURE PLAN							
SECTION 5 STREET LIGHTING	Project Name	Funding Source	2019	2020	2021	2022-2024	
5.1 Milton Way Street Lighting (15th to 23rd) <b>Total Estimated Cost \$78,000</b>	Add street lights to already improved portions of Milton Way	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	39 39 0 <b>78</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	39 39 0 <b>78</b>
5.2 Pacific Highway East Street Lighting Improvements (70th Ave to North City Limits) <b>Total Estimated Cost \$543,000</b>	Install new Illumination system along Pacific Highway East within City Limits of Milton.	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	136 407 0 <b>543</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	136 407 0 <b>543</b>
<b>TOTALS</b>		<b>Total</b>	<b>0</b>	<b>621</b>	<b>0</b>	<b>0</b>	<b>621</b>

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	TOTAL FUNDS	
EXPENDITURE PLAN							
SECTION 6 BEAUTIFICATION & TRAILS	Project Name	Funding Source	2019	2020	2021	2022-2024	2019-2024
6.1	Interurban Trail SR 161 / Military Missing Link - 380th Street / Triangle / SR 161 to Edgewood limits <b>Total Estimated Cost \$1,131,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	0 117 103 <b>220</b>	18 234 659 <b>911</b>	18 351 762 <b>1,131</b>
6.2	Interurban Trail Underpass, King County <b>Total Estimated Cost \$1,905,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	108 0 1,797 <b>1,905</b>	0 0 0 <b>0</b>	108 0 1,797 <b>1,905</b>
6.3	West Milton Nature Preserve Walkway <b>Total Estimated Cost \$655,000</b>	City Grant Other <b>Total</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	65 590 0 <b>655</b>	0 0 0 <b>0</b>	65 590 0 <b>655</b>
6.4	Interurban Trail - Trailhead Improvements <b>Total Estimated Cost \$405,000</b>	City Grant Other <b>Total</b>	0 405 0 <b>405</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	0 0 0 <b>0</b>	0 405 0 <b>405</b>
<b>TOTALS</b>		City Grant Other <b>Total</b>	0 405 0 <b>405</b>	0 0 0 <b>0</b>	173 707 1,900 <b>2,780</b>	18 234 659 <b>911</b>	191 1,346 2,559 <b>4,096</b>

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS		2019	2020	2021	2022-2024	TOTAL FUNDS
EXPENDITURE PLAN						
SECTION 7 OTHER	Project Name	Funding Source				
7.1	Unsignalized Pedestrian Crossing <b>Total Estimated Cost \$170,000</b>	City Grant Other <b>Total</b>	14 15 0 <b>29</b>	14 15 0 <b>29</b>	27 29 0 <b>56</b>	82 88 0 <b>170</b>
7.2	Miscellaneous Asphalt Overlays <b>Total Estimated Cost \$618,000</b>	City Grant Other <b>Total</b>	103 0 0 <b>103</b>	103 0 0 <b>103</b>	103 0 0 <b>103</b>	618 0 0 <b>618</b>
7.3	Miscellaneous Sidewalks <b>Total Estimated Cost \$464,000</b>	City Grant Other <b>Total</b>	77 0 0 <b>77</b>	77 0 0 <b>77</b>	77 0 0 <b>77</b>	463.5 0 0 <b>464</b>
<b>Totals</b>		<b>Total</b>	<b>77</b>	<b>77</b>	<b>77</b>	<b>464</b>
		City	194	194	207	1164
		Grant	15	15	29	88
		Other	0	0	0	0
		<b>Total</b>	<b>209</b>	<b>209</b>	<b>236</b>	<b>1252</b>

**Six-Year Transportation Improvement Program  
2019 - 2024**

PROJECT COSTS IN THOUSANDS OF DOLLARS												
EXPENDITURE PLAN	TOTAL FUNDS						SOURCE OF FUNDS					
	2019	2020	2021	2022-2024	2019-2024		City Funds	Grant Fund	Other			
<b>Section and Description</b>												
Section 1 - New Construction Arterial Street Projects	0	526	7,078	7,493	15,098		1,767	9,622	3,708			
Section 2 - Roadway Improvements	163	4,618	7,106	0	11,888		1,492	9,081	1,314			
Section 3 - Traffic Signals	0	33	0	0	33		33	0	0			
Section 4 - Transportation Planning	96	26	24	14	160		160	0	0			
Section 5 - Street Lighting	0	621	0	0	621		175	446	0			
Section 6 - Beautification & Trails	405	0	2,780	911	4,096		191	1,346	2,559			
Section 7 - Other	209	209	236	597	1,252		1,164	88	0			
<b>TOTALS</b>	<b>873</b>	<b>6,034</b>	<b>17,225</b>	<b>9,015</b>	<b>33,147</b>		<b>4,982</b>	<b>20,583</b>	<b>7,582</b>			

**6-YEAR PROJECT TOTAL      33,147,000**

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**RESOLUTION NO. 18-1907**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, APPROVING THE PROPOSED TRANSPORTATION IMPROVEMENT PLAN (TIP) FOR THE YEARS 2019 THROUGH 2024, AS REQUIRED UNDER STATE LAW.

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WHEREAS, the City Council was briefed by Staff on their proposed 6-year Transportation Improvement Plan (2019-2024) at their July \_\_\_, 2018 City Council Meeting, and

WHEREAS, the City Council held a public hearing on the substance of the proposed transportation improvement plan on July \_\_\_, 2018 to receive comment from the Public on the plan, and now, therefore,

THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council of Milton hereby approves the 6-year Transportation Improvement Plan, as shown within Exhibit A of this Resolution.

Section 2.

RESOLVED this \_\_\_ day of July, 2018.

APPROVED:

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SHANNA STYRON-SHERRELL, MAYOR

ATTEST/AUTHENTICATED:

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TRISHA SUMMERS, CITY CLERK

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. 18-1907

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## Agenda Item #: 7B

**To:** Mayor Styron Sherrell and City Council Members  
**From:** Mark Howlett, P.E., Public Works Director  
**Date:** July 9, 2018  
**Re:** Ordinance 1<sup>st</sup> Read – Transportation Impact Fee Increase

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**ATTACHMENTS:** Ordinance

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**TYPE OF ACTION:**

Information Only  Discussion  Public Hearing  Expenditure Required:

**Recommended Action:** None – This is presented as a 1<sup>st</sup> Read.

**Fiscal Impact/Source of Funds:** This ordinance modification will increase the impact fee per p.m. peak hour trip by \$126. This modification has the potential to increase Revenue for the Traffic Impact Fee Fund. The amount of the increase will be dependent upon the level of development in the City.

---

**Issue:** This is an annual update to the City's Transportation Impact Fees. Milton Municipal Code 13.44.065(B) specifies that the transportation impact fee will be adjusted annually based on the Engineering News Record Construction Cost Index.

**Discussion:** The Engineering News Record Construction Cost Index increased by 3.1% in the previous year. The proposed Ordinance will increase the City's transportation impact fee using that 3.1% increase. This increase will raise the amount of the traffic impact fee from \$4,064 to \$4,190, a change of \$126.

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**ORDINANCE NO. 1944-18**

AN ORDINANCE OF THE CITY OF MILTON, WASHINGTON, REVISING CHAPTER 13.44.065 OF THE MILTON MUNICIPAL CODE AS IT RELATES TO THE CALCULATION OF TRANSPORTATION IMPACT FEES; ENTERING LEGISLATIVE FINDINGS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

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WHEREAS, the collection of transportation impact fees is an important element of the City's effort to improve our transportation system; and

WHEREAS, the Milton Municipal Code provides for an annual increase in the peak hour trip impact fee based on the Engineering News Record Annual Construction Cost Index, which for this year is 3.1 percent;

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

**Section 1. Findings.** The recitals set forth above are hereby adopted as the Milton City Council's findings in support this ordinance.

**Section 2.** Chapter 13.44 of the Milton Municipal Code is hereby modified as follows:

13.44.065 Impact fees – Calculation

- A. The impact fee for each p.m. peak hour trip, as set forth in the 2015 transportation impact fee study and adjusted in accordance with subsection B of this section, is ~~\$4,064~~ **\$4,190**. Each development activity shall be subject to and pay an impact fee based on the p.m. peak hour trips attributable to the development activity.

**END OF CODE REVISION**

**Section 3. 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 4. Publication.** This ordinance shall be published by an approved summary consisting of the title.

**Section 5. Effective Date.** This ordinance shall become effective and be in full force five (5) days after passage, approval, and publication as provided by law.

PASSED by the Council and approved by the Mayor of the City of Milton, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

CITY OF MILTON

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Mayor Shanna Styron Sherrell

ATTEST/AUTHENTICATED:

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Trisha Summers, City Clerk

APPROVED AS TO FORM:

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City Attorney

Published:  
Effective Date:



**To:** Mayor Styron-Sherrell and City Council Members  
**From:** Jamie Carter, Stormwater Compliance Inspector  
**Date:** July 9, 2018  
**Re:** Grant Acceptance – Shoreline Master Program Update

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**ATTACHMENTS:** Award Letter

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**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing

**Action:** “I move to accept the offered grant funding from the Department of Ecology in the amount of \$15,000 for implementation of the Shoreline Master Program comprehensive update and authorize the Mayor to sign all documentation required to implement the grant.”

**Fiscal Impact:** The City competed for and was successful in receiving a grant for \$15,000 for a required periodic update of our Shoreline Master Program. The cost of the update shall not exceed the grant amount, resulting in no fiscal impact to the city.

---

**Issue:** The Shoreline Master Program is a comprehensive planning document that the city uses to regulate development of areas close to shorelines, including Surprise Lake and the Hylebos Creek. Updating the SMP is required by the Washington State Department of Ecology. Milton will contract with a planning consultant who is experienced at completing these types of updates.

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STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000  
711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

November 3, 2017

Debra Perry, Mayor  
City of Milton  
999 Laurel Street  
Milton, WA 98353

Dear Ms. Perry:

As periodic review updates of Shoreline Master Programs (SMP) get underway, the Department of Ecology (Ecology) is awarding grants to cities and counties to help fund this work. Grant funding for cities is based on population and effective date of the comprehensive SMP update. I am pleased to inform you that Ecology will award the City of Milton a grant of \$15,000.

Please let us know by December 29, 2017 if you do not plan to accept the grant. You are not required to accept the grant; however, your jurisdiction must complete a periodic review of your SMP. (Please see enclosed FAQ about periodic reviews of SMPs.)

**Grant management:**

In order to receive grant funds, your jurisdiction must approve a grant agreement with Ecology. All grants will be managed through Ecology's online grant and loan management system known as EAGL (Ecology Administration of Grants and Loans). We encourage you to visit our Grants and Loans – New Users webpage at <http://www.ecy.wa.gov/funding/EAGL-NewUser.html> and set up an account.

You will be required to file an application for the grant through EAGL, even though the grant is a non-competitive grant. All deliverables related to your periodic review work must be uploaded to your EAGL account. Quarterly progress reports are also required.

We expect the EAGL system to be available for periodic review grants sometime in November. We will let you or your designee know when you will be able to file an application for the grant and where you can find instructions.

Debra Perry  
November 3, 2017  
Page 2

**Guidance:**

Ecology has developed guidance documents for periodic reviews. Our Shoreline Planners Toolbox at <http://www.ecy.wa.gov/programs/sea/shorelines/smp/toolbox.html> includes links to the following: Summary of the rule (WAC 173-26-090), checklist, checklist guidance, public participation plan example, and grant scope of work template. We expect that you will find this information helpful.

**Ecology contact:**

Your initial Ecology contact for the periodic review work is Sarah Cassal, Regional Shoreline Planner, at 360-407-7459 or [sarah.cassal@ecy.wa.gov](mailto:sarah.cassal@ecy.wa.gov). Please ask your staff person assigned to the SMP periodic review update to contact Sarah Cassal in order to initiate the update process and complete the scope of work.

We look forward to working with you. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian Lynn', with a long horizontal flourish extending to the right.

Brian Lynn  
Coastal/Shorelands Section Manager  
Shorelands and Environmental Assistance Program

cc: Sarah Cassal

Enclosure



**To:** City Council Members  
**From:** Tara Dunford, Interim Finance Director  
**Date:** July 9, 2018  
**Re:** Amending the Fee Schedule

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**ATTACHMENTS:** 1. Resolution adopting the Fee Schedule Amendments  
2. Resolution adopting the Fee Schedule (Track Changes)

---

**TYPE OF ACTION:**

Information Only  Discussion  Action  Public Hearing  Expenditure

**Recommendation/Action:** “ I move to adopt the updated Fee Resolution as presented.”

**Fiscal Impact/Source of Funds:** This change reflects the proposed fee schedule.

---

**Issue:** Members of the public occasionally request notary services for items unrelated to official City business. The City has several staff members who are notaries for the primary purpose of notarizing official City documents. However, staff would also be able to accommodate members of the public who need notary services for personal items, unrelated to official City business. The proposed fee schedule update formalizes the City’s intent to offer notary services to the public. WAC 308-30-020 limits notary fees to \$10.00.

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**RESOLUTION 18-1909 OF THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON,  
AMENDING RESOLUTION NO. 18-1901 ADOPTED ON MARCH 19, 2018, AND REPEALING  
ALL PRIOR VERSIONS OF THE FEE SCHEDULE.**

**THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:  
Section 1.**

<b>TABLE #</b>	<b>SECTION</b>	<b>PAGE</b>
I	Business Licenses	1
II	Administrative & Publications	3
III	Recreation	4
IV	Public Safety	6
V	Zoning, Land Division, Environmental, & Planning	8
VI	Building & Fire Safety	10
VII	Transportation, Engineering, Utilities, & Utility Connections	17
<b>Primary Dept. /Code Ref.</b>	<b>Title</b>	<b>Rate/Fee/Charge</b>
I	<b>Business Licenses</b>	
§5.04.080	New Business Application Fee (One Time Application Fee)	\$55.00
	Home Occupation/Owner only (No employees allowed)	\$33.00
	Business Employees/Including Owner	
	0-2 employees	\$33.00
	3-5 employees	\$66.00
	6-12 employees	\$132.00
	13-25 employees	\$330.00
	26-50 employees	\$660.00
	51+ employees	\$990.00
	Additional Charges for the following areas:	
	Restaurant/Tavern/Cabaret	
	Restaurant and/or Tavern (Class 3)	\$66.00
	Music/Entertainment (Class 1)	\$132.00
	Music/Entertainment/Dancing (Class 2)	\$198.00
	Endorsements	
	Pinball Machines	\$44.00 each
	Video Game Tables	\$38.50 each
	Pool/Billiard Tables	\$27.50 each
	<u>Late Fees:</u> After January 31st 50% of total license fee plus an additional 10% per month thereafter, not to exceed 100% of license fee. Licenses expire on the due date issued by the Washington State Dept. of Licensing. The City is not required to send out renewal notices.	

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
II	<b>Administrative &amp; Publications</b>	
All Depts	Administrative Fee for all reimbursable expenses	15% per consultant billing and/or other reimbursable event, not to exceed \$100 per invoice
	Photocopying 8.5x11 and 8.5x14 - 11x17 will be charged as two (2) 8.5x11s	\$0.15 per page
	Copies on compact disc	Copy charges plus actual cost of disc
	Copies on Thumb Drive	Copy charges plus actual cost of disc
	Scanning up to 11x17 size	\$0.10 per page
	Photocopying or scanning documents larger than 11x17	Actual costs for items sent to outside printing company
	Files uploaded to email, cloud-based data storage, or other means of electronic delivery	\$0.05 per each four (4) electronic files or attachment
	Transmission of public records in an electronic format, or for use of City equipment to send records electronically	\$0.10 per gigabyte
	Mailing costs for public records, including container or envelope and postage/delivery charge	Actual costs
	Printed Bound Documents – will be based on actual cost of printing	Actual costs
	Returned Item (check or electronic payment) for any reason	\$35.00
	Verbatim Transcription	\$55.00 per hour
	Lien Filing Fee	Respective County Filing Fee
	Notary fee for documents unrelated to official City business	\$10.00
	Police Reports	\$5.00
Public Works	Development Standards Manual – includes CD	Actual costs
	Color Copy of Zoning or Other Available Maps	Cost of map

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Staff Billable Hourly Rates	
	Building Official/Inspector	\$99.00/hour
	Planner	\$70.00
	Prearranged Consultation w/Building Official or Planner	\$25.00/30 minutes
	Administrative Staff	\$55.00
	Attorney	Cost plus 15% overhead fee (not to exceed \$100 per event)
	Other outside consultants	Cost plus 15% overhead fee (not to exceed \$100 per event)
	Other Staff – Directors, Electric, Water, & Storm	Not less than \$75/hr, not greater than \$130/hr
<b>III</b>	<b>Recreation</b>	
Rentals	The Mayor is authorized to waive the rental fee and/or deposit for registered non-profit organizations, whose mission provides services to the general Milton community or to groups of persons in need within the City. Most of the services provided by the organization should be of the type that government could provide itself. 'Persons in need' shall include the poor, infirm, elderly and youth.	
	Community Building Rental	
	Refundable Damage/Cleaning and Key Deposit	\$250.00
	Standard Rental Fees (2 – hours Minimum)	
	Local Residents	\$25 per hour
	Non-Local Residents	\$35 per hour
	Non-Profit Rental Fees	\$10 for first 2 hours. Additional hours at Standard Rate above.
	Governmental Agencies	No Charge
	Activity Center Rental	
	Refundable Damage/Cleaning and Key Deposit	\$350.00
	Standards Rental Fees (2 Hours Minimum)	
	Local Residents	\$60 per hour
	Non-Local Residents	\$80 per hour

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Recurring Rental Fees	
	Pre-paid, non-refundable, minimum 6 days rentals per calendar year paid in advance. Mondays - Thursdays only; and Friday - Sunday rentals for rental periods ending prior to 10:00a.m., provided that such rentals could be superseded at the sole discretion of the City for Standard Rentals or citywide events.	\$15 per hour
	Governmental Agencies	No Charge
	Senior Sponsored Events	
	Monday thru Friday only	Free if scheduled to end before 5:00p.m.
	Senior Activities Center Events	Free
Events	City Event Vendor Fees	
Milton Days	Food Vendors	\$125.00
	All Non-Food Vendors	\$90.00
	Non-Profit Clubs, Organizations & Government Agencies	\$50.00
	Electric Connection Fee	\$55.00
Bazaar	Booth	\$40.00
	Late Registration, additional fee	\$10.00
<b>IV</b>	<b>Public Safety</b>	
§ 6.01	Pet Licenses: Sumner/Puyallup Fees as of 09/01/14	
	Domestic Animals	
	Dog or Cat under 6 months	\$0.00
	Dog, Unaltered	\$60.00
	Dog, Altered	\$16.00
	Cat, Unaltered	\$60.00
	Cat, Altered	\$12.00
	Dog (Sr. Citizen 65+) Altered	\$8.00
	Dog (Sr. Citizen 65+) Unaltered	\$30.00
	Cat (Sr. Citizen 65+) Altered	\$6.00
	Cat (St. Citizen 65 +) Unaltered	\$30.00
	Replacement for lost tag	\$5.00
	Late Fee After 30 days	\$10.00
	Late Fee After 60 days	\$20.00
	Exotic animal - Owner's license	\$100.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Other Pet Fees and Permits	
	Replacement tag fee	\$5.00
	Permit for potentially dangerous dog	\$250.00
	Annual renewal of permit for potential dangerous dog	\$50.00
	Permit for dangerous dog	\$500.00
	Annual renewal of permit for dangerous dog	\$100.00
	Kennel Rate cat/dog	\$75.00
	Shelter Fees - Adoption, Boarding, Impound, Spay/Neuter, Euthanasia	
	These fees shall be set annually by the animal control operations board and shall be based on comparable cities as well as actual costs associated with professional services. The animal control operations board shall provide each participating city with a copy of these fees. The "animal control operations board" means the operations board of the governing entity of the animal control authority, as established by the interlocal agreement.	
	Return Check Fee	\$40.00 and license invalidity
	Copies of Police Reports	\$5.00
	Parking Tax - per vehicle per day	\$1.00
	Reimbursable Security Services (three hour minimum)	
	Hourly Rate	\$45.00/hr - \$70.00/hr
	Overtime Rate	\$65.00/hr - \$105.00/hr
§ 9.44	Police Alarm Systems	
	User Permit required	\$20.00
	Changes to the Permit	\$5.00
	Failure to obtain Permit within 30 day requirement	\$100.00
	False Alarms	
	First and Second false alarm/activation per calendar year	Warning
	Third and subsequent false alarm/activation	\$ 100.00 per false alarm/activation
	Failure to obtain a valid alarm permit will result in a fee for each false alarm/activation	\$ 250.00 per false alarm/activation
§ 8.04	Fireworks	
	Sale License	\$75.00 per year
	Fingerprinting (City of Milton Resident)	\$10.00
	Fingerprinting (Non-Resident)	\$15.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Concealed Weapon Licenses	\$50.75
	Renewal	\$32.00
	Late Renewal	\$42.00
	Replacement	\$10.00
	Exceptions per State law will apply	
<b>V</b>	<b>Zoning, Land Division, Environmental &amp; Planning</b>	
Planning	Impact Fees	
	Parks Impact Fee	Per MMC 13.45.030
	School Impact Fee	
	Single Family & Duplex (Per Unit)	Per MMC 13.42.060(A)(2)
	Multi-Family (Per Unit)	Per MMC 13.42.060(A)(2)
	Traffic Mitigation Fee	Per MMC 16.84.065
	Impact Fee Deferral Application	\$250
	Planning and Land Use Fees **	
	Administrative Interpretation/Decision	\$483.00
	Appeal of Administrative Interpretation / Decision	\$656.00
	Accessory Dwelling Unit	\$88.00
	Variance	\$1,393.00
	Annexation	\$3,453.00
	Binding Site Plan	\$1,209.00
	Boundary Line Adjustment	\$458.00
	Comprehensive Plan Amendment or Rezone	\$3,765.00
	Conditional Use Permit	\$2,142.00
	Critical Areas Checklist	
	Design Standards Review	\$678.00
	Short Plat	\$1,103.00
	Preliminary Subdivision	\$1,888.00
	Final Subdivision	\$297.00
	Hearing Examiner Decision (due prior to approval of final plat)	Varies
	Hearing Examiner Appeal	\$1,292.00
	Hearing Examiner Reconsideration	\$583.00
	Home Occupation	\$129.00
	Master Plan	\$5,078.00
	Master Plan Amendment	\$3,006.00
	Non-Conforming Use Letter	\$338.00
	Pre-Application/Construction – Major	\$1,212.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Pre-Application/Construction – Minor – (to be used with existing commercial structures, where there is a change of use or occupancy. The project will have no environmental issues and no design review required.)	\$457.00
	Alteration/Amendment of Short Plat (0-4 lots)	\$365.00
	Alteration/Amendment of Subdivision (5+ lots)	\$623.00
	Reasonable Use Exception	\$1,299.00
	SEPA Major	\$2,308.00
	SEPA Minor (Applies to single family residences that exceed the categorical exemptions which pertain to residential filling and grading.)	\$1,383.00
	Shoreline Substantial Development	\$1,182.00
	Site Plan Approval	\$1,209.00
	Clearing and Grading Permits	
	Less than 7,000 square feet	\$100
	More than 7,000 square feet	\$366 plus staff time OR consultant fees
	Stormwater Permits	
	Add or replace less than 2,000 square feet of impervious surface	\$100
	Add or replace between 2,000-5,000 square feet of impervious surface	\$366 plus staff time OR consultant fees
	Add or replace more than 5,000 square feet of impervious surface	\$481 plus staff time OR consultant fees
	**After 3 reviews – applicant is subject to additional charges at a minimum of \$75 per hour not to exceed \$130 per hour.	
<b>VI</b>	<b>Building &amp; Fire Safety</b>	
Planning	Plan Review Fees	65% of Building Permit Fee
	Reroof	Fee based on City of Milton Building Division Valuation Table but no less than \$149.00
	Stock Plan	60% of original plan review fee
	Outside Consultant Plan Review	Actual consultant cost plus regular City plan review fees.

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
Fire	Fire Marshal Plan Review Fee	40% of Building Permit Fee
	Fire Sprinkler System	
	Residential (1-2 family dwelling units) – 1 hour minimum plan review Commercial – 2 hour minimum plan review	\$284.00 for first 10 heads plus \$1.07 for each additional head plus plan review fee at \$85.00/hr
	Fire Alarm	
	Residential (1-2 family dwelling units)	\$284.00 plus \$1.55 per device
	Commercial / Multi Family	\$574.00 plus \$1.55 per device
	Tenant Improvement, Alteration, or Remodel	\$477.00 plus \$1.55 per device
	Fire Suppression (other than Sprinklers)	
	Includes hood and duct and alternative fire-extinguishing systems	\$284.00 plus plan review fee at \$101.00/hour (2 hr. min)
	Re-inspection Fee	\$101.00/hour
	Other Inspections and Fees	
	Inspections outside of normal business hours (3 hours minimum)	\$111.00/hour, minimum \$333.00
	Inspection for which no fee is specifically indicated (1 hour minimum)	\$101.00/hour
	Additional plan review required by changes, additions or revisions to plans after 2 reviews (1 hour minimum)	\$101.00/hour
	Fire & Life Safety Inspection (annual)	
	0-5000 SF	\$154.00
	5001-7,500 SF	\$216.00
	7,501-12,000 SF	\$309.00
	12,001-15,000 SF	\$436.00
	15,000+	\$680.00
	Site Plan	\$284.00
	Developer Agreement	\$284.00
	Pre-Application/Construction	\$284.00
	Short Plat	\$101.00
	Alteration/amendment of Short Plat (0-4 lots)	\$101.00
	Subdivision	\$284.00
	Alteration/amendment of Subdivision (5+ lots)	\$284.00
Planning	Energy Code Plan Review	\$99/hr, 1hr minimum
	Demolition or Building Move	\$457.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	In addition, buildings moved into jurisdiction will require a building permit and complete plan review. This category requires Assignment of Funds to equal twice the assessed value of the estimated work (i.e. demolition cost or moving costs), but no less than \$10,000.	
	Swimming Pool and Spa	Fee based on the City of Milton Building Division Valuation Table but not less than \$313.00
	Signs (fee includes plan review)	
	Pole	\$484.00
	Monument	\$449.00
	Building	\$357.00
	Multi-Group	\$631.00
	Temporary Banners, A-Boards – Annually	\$103.00
	Minimum Fee Unless Noted Otherwise	\$143.00 per hour
	Expedited Plan Review	2 X Plan Review Fee
	Violations and Penalties	
	Work commencing prior to permit issuance	Fee equal to triple the required permit fee plus mitigation fees and legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs at \$99.00/hour (4 hr minimum)
	Grading, clearing, or land modifications commencing prior to permit issuance	Fee equal to triple the required permit fee plus mitigation fees and legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs at \$99.00/hour (5 hr minimum)

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Unlawful continuance of work after a stop work order is issued	\$1,000/day plus legal fees (valued at cost plus 15% overhead fee), investigative fees, and administrative staff costs and material charges plus 15% overhead fee.
	Reinspection Fee	\$99.00/hour
	Investigation Fee	\$410.00 plus staff fees plus attorney and consultant fee plus 15% overhead
	Building Permit Fees Based on City of Milton Building Division Valuation Table as follows:	
	Total Valuation	
	\$1.00 to \$2,000	\$101.00
	\$2,001 to \$25,000	\$ 101.00 for the first \$2,000 plus \$20.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
	\$25,001 to \$50,000	\$560.98 for the first \$25,000 plus \$16.00 for each additional \$1,000 or fraction thereof, to and including \$50,000
	\$50,001 to \$100,000	\$960.97 for the first \$50,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 to \$500,000	\$1,460.96 for the first \$100,000 plus \$8.00 for each additional \$1,000 or fraction thereof, to and including \$500,000

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	\$500,001 to \$1,000,000	\$4,660.96 for the first \$500,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
	\$1,000,001 and greater	\$7,910.96 for the first \$1,000,000 plus \$6.50 for each additional \$1,000 or fraction thereof
Building	Other Inspections and Fees	
	<i>Inspections outside of normal business hours (3 hours minimum)</i>	\$298.00/hour
	Inspection for which no fee is specifically indicated 1 hour minimum)	\$99.00/hour
	Additional plan review required by changes, additions or revisions to plans after 2 reviews. (1 hour minimum)	\$99.00/hour
	Deferred submittals and Substantial Revisions	1.5 times the hourly rate of \$99.00/hour
	State Building Code Council Fee	\$4.50 plus \$2.00 per additional unit
	Single Family Residential Housing Valuation	Fee based on City of Milton Building Division Valuation Table
	Civil Inspection Fees	To be billed at outside consultant's rate + 15% administrative fee not to exceed \$100 per invoice
	Storm Inspection Fees	To be determined
	Plumbing Permit Fees	Except for residential construction regulated under IRS, a plan review fee equal to 65% of the Plumbing Permit fee is also required.
	For issuing each permit	\$143.00
	For issuing each supplemental permit	\$52.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Unit Fee Schedule (in addition to permit fee)	
	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage pipe and backflow prevention)	\$10.30
	For each building sewer and each trailer park sewer	\$10.30
	Rainwater systems – per drain (inside building)	\$10.30
	For each private sewage disposal system	\$56.65
	For each water heater and/or vent	\$10.30
	For each industrial waste pretreatment interceptor including its trap and vent, and kitchen-type grease interceptors	\$10.30
	For each installation, alteration or repair of water piping and/or water treating equipment	\$10.30
	For each installation, alteration or repair of drainage or vent piping, each fixture	\$10.30
	For each landscape sprinkler system on any one meter including backflow protection devices thereof	\$10.30
	For each atmospheric-type vacuum breakers not included in item above.	\$10.30
	For each backflow protective device other than atmospheric-type vacuum breakers:	
	2 inches (51 mm) in diameter and smaller	\$10.30
	Greater than 2 inches (51 mm) in diameter	\$21.63
	For each graywater system	\$56.65
	For each medical gas piping system serving one to five inlets/outlets for a specific gas	\$71.07
	For each additional medical gas inlet/outlet	\$10.30
	For other plumbing units not specifically listed	\$10.30
	Mechanical Fees - Except for residential construction regulated under IRS, a plan review fee equal to 65% of the Mechanical Permit fee is also required.	
	For issuing each mechanical permit	\$143.00
	For issuing each supplemental permit	\$52.00
	Unit Fee Schedule (in addition to permit fee)	
	Furnaces	

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliances.	\$23.69
	For the installation or relocation of each floor furnace, including vent	\$23.69
	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$23.69
	Appliance Vents	
	For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit.	\$10.30
	Repairs, Additions, and Miscellaneous Equipment	
	For the repair, alteration or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls, and miscellaneous equipment regulated by the Mechanical Code.	\$19.57
	Boilers, Compressors, and Absorption Systems	
	For the installation or relocation of each boiler or compressor to and including 15 horsepower (52.7 kW), or each absorption system to and including 500,000 Btu/h (146.6 kW)	\$28.84
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), or each absorption system over 500,000 Btu/h (146.6 kW)	\$84.46
	Air Handlers and Evaporative Coolers	
	For each air-handling unit, including ducts attached thereto	\$19.57
	NOTE: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	
	Ventilation and Exhaust	
	For each ventilation fan connected to a single duct	\$10.30

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$10.30
	For the installation of each commercial-type hood which is served by mechanical exhaust, including the ducts for such hood	\$77.25 plus Plan Review
	For other mechanical units not specifically listed	\$10.30
	Fuel Gas, Medical Gas and Process Piping	
	Fuel Tanks - Permit & Inspection: Propane, Heating Oil	\$177.16
	For each piping system of one to four outlets	\$10.30
	For each additional outlet exceeding four, each	\$2.16
	Other Inspections and Fees	
	Inspections outside normal business hours (minimum charge 3 hours)	\$298.00 /hour
	Reinspection fee (1 hour minimum)	\$99.00 /hour
	Investigation fee (minimum charge includes four hours)	\$398.00 /hour plus staff fees plus attorney and consultant fees plus 15% overhead
	Inspection for which no fee is specifically indicated (1 hour minimum)	\$99.00 /hour
	Additional plan review required by changes, additions or revisions to plan. (1 hour minimum)	\$99.00 /hour
	For use of outside plan review, inspection, or other professional services	Actual cost plus 15% overhead cost
	<u>Actual cost shall include all administrative and overhead cost. Additional plan review fee may be charged in addition to permit fee (½ hour minimum)</u>	
<b>VII</b>	<b>TRANSPORTATION, ENGINEERING, UTILITIES, &amp; UTILITY</b>	
Planning	Utility Permit and Connection Fees:	
§ 13.28	<u>Water (per meter)</u>	\$102.00
	- Permit	
	Service Installation Fee (includes connecting meter and meter box)	
	5/8" meters	\$2,128.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Larger meter sizes will be charged actual cost of materials over the 5/8" meter installation plus 15% overhead cost, in addition to 5/8" meter service installation fee.	Additional cost plus 15% overhead cost plus \$2,128.00
	Drop Meter Fee	
	Standard residential 5/8" meters	\$428.00
	Larger meters	Actual cost plus 15% overhead cost
	System Development Charges – per building	
	5/8" meter size	\$4,403.00
	1" meter size	\$7,350.00
	1-1/2" meter size	\$14,659.00
	2" meter size	\$23,465.00
	greater than 2" meter	Calculated upon request
	Temporary Water Meter attached to fire hydrant	\$36.00
	Rental rate for duration of project	
	<u>Meter Size</u>	\$25.00
	5/8"	\$36.00
	1"	\$51.00
	2"	\$102.00
	3" +	
	Deposit	
	<u>Meter Size</u>	
	5/8"	\$51.00
	1"	\$102.00
	2"	\$255.00
	3" +	\$305.00
	(Refundable balance of deposit less rental, damage to water meter, and cost of water used at current rates)	
	Water Availability Letter	
	residential (up to four-plex)	\$102.00 / unit
	non-residential (includes multiple family larger than four-plex and all commercial)	\$204.00 / calculated
	(In the event that an existing certificate needs to be modified for additional units or ERUs, the cost difference between the existing certificate and the higher demand will be charged.)	ERU
	Door Hanger Fee	\$10.00
	Reconnection Fee	
	during normal working hours	\$51.00
	after normal working hours	\$188.00

Primary Dept. /Code Ref.	Title	Rate/Fee/Charge
	Special requested meter readings	\$15.00
§ 13.08	Electric {Per unit}	
	Permit	\$102.00
	Connection Fee	
	Underground	\$611.00
	Overhead	\$764.00
	Distribution	\$255.00
	Temporary Power	\$25.00 minimum
	(not to exceed 12 months of usage, usage exceeding \$25 in value will be billed to the customer at the current rate)	
	Reconnection Fee	
	during normal working hours	\$51.00
	after normal working hours	\$188.00
	Special requested meter readings	\$15.00
Public	Equipment Rates (charge per hour)	
	All equipment charges are without operators. All charges shall be subject to a 15 percent overhead charge.	
	backhoe	\$51.00
	dump truck	\$51.00
	compactor machine	\$8.00
	pickup truck	\$10.00
	derrick digger	\$71.00
	vactor truck	\$102.00
	line truck	\$65.00

**PASSED BY THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON AT ITS REGULAR MEETING ON THE 9th DAY OF JULY, 2018 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE.**

Approved:

Shanna Styron Sherrell, Mayor

Attest:

Trisha Summers, City Clerk



**To:** Mayor Styron Sherrell and City Council Members  
**From:** Mark Howlett, P.E., Public Works Director  
**Date:** July 9, 2018  
**Re:** Resolution Adopting the Pierce County Regional Council’s Interlocal Agreement

**ATTACHMENTS:**           **1) Resolution**  
   **2) Pierce County Council Ordinance Containing Proposed Interlocal Agreement Amending Countywide Planning Policies**

**TYPE OF ACTION:**

Information Only    Discussion    Action    Public Hearing    Expenditure

**Recommendation/Action:** “I move to pass the Resolution authorizing the Mayor to sign the Interlocal Agreement between the City of Milton and the Pierce County Regional Council for implementing changes to the Countywide Planning policies.”

**Fiscal Impact/Source of Funds:** There is no fiscal impact associated with this Agreement

**Issue:** The Pierce County Regional Council recently proposed amendments to the Countywide Planning Policies regarding dry sewer lines and Urban Growth Area (UGA) Banking. The PCRC is asking Pierce County Cities and Towns to ratify these amendments by signing an Interlocal Agreement.

**Discussion:** The Puget Sound Regional Council (PSRC) represents the four-county region of Pierce, King, Snohomish, and Kitsap Counties in issues regarding Growth Management, Transportation and Economic Development. Members from the Pierce County Regional Council (PCRC) are represented on the different boards and commissions of this regional body.

The Pierce County Regional Council is a sub-group of the PSRC representing Pierce County. It was created to ensure planning between Pierce County and its cities and towns was accomplished in a coordinated and consistent manner. The Council is comprised of elected officials from Pierce County, each of its cities and towns, and the Port of Tacoma. The primary responsibility of the PCRC is to ensure that the Growth Management Act requirements are coordinated within the County and the region.

The Countywide coordination is accomplished through the implementation of the Pierce County Countywide Planning Policies. These policies are amended from time to time through the passage of an Interlocal Agreement.

The attached Interlocal Agreement contains two amendments.

The first amendment modifies the requirement to install dry sewer lines by taking into effect any local jurisdiction's criteria for sewer lines. Dry sewer lines are those lines that are constructed on parcels with septic systems in anticipation of hooking up to a permanent sewer system in the future.

The second amendment spells out the procedure for establishing credits for housing and employment capacity for lands that the County has removed from the Urban Growth Area. These credits could then be utilized if the Urban Growth Boundary is expanded when affiliated with a city or town in a Potential Annexation Area.

**CITY OF MILTON  
RESOLUTION NO. 18-1908**

**A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF MILTON, WASHINGTON;  
RATIFYING AN INTERLOCAL AGREEMENT WITH THE PIERCE COUNTY REGIONAL  
COUNCIL MODIFYING THE PIERCE COUNTY COUNTYWIDE PLANNING POLICIES  
REGARDING DRY SEWER LINES AND URBAN GROWTH AREA BANKING**

**Whereas**, the City of Milton is a member of the Pierce County Regional Council(PCRC);  
and

**Whereas**, the PCRC coordinates Countywide Planning Policies to implement the Growth Management Act; and

**Whereas**, these Planning Policies must be modified from time to time; and

**Whereas**, the parties wish to execute an Interlocal Agreement modifying the Countywide Planning Policies related to dry sewer lines and Urban Growth Area Banking.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON DOES HEREBY  
RESOLVE AS FOLLOWS:**

The City Council hereby authorizes the Mayor to execute an Interlocal Agreement with the Pierce County Regional Council amending the Pierce County Countywide Planning Policies regarding the installation of dry sewer lines and Urban Growth Area Banking.

**PASSED AND APPROVED** by the City Council of the City of Milton, Washington, at a regularly scheduled meeting this 9<sup>th</sup> day of July 2018.

\_\_\_\_\_  
Shanna Styron-Sherrell, Mayor

Attest:

\_\_\_\_\_  
Trisha Summers, City Clerk

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1 Sponsored by: Councilmembers Connie Ladenburg and Derek Young  
2 Requested by: Executive/Planning and Public Works  
3  
4

## 5 **ORDINANCE NO. 2018-15**

6  
7  
8 **An Ordinance of the Pierce County Council Acknowledging its Approval of**  
9 **Proposed Policies in the Pierce County Countywide Planning**  
10 **Policies as Recommended by the Pierce County Regional**  
11 **Council; Authorizing the Pierce County Executive to Execute**  
12 **Interlocal Agreements with the Cities and Towns of Pierce**  
13 **County to Ratify the Proposed Amendments; Amending**  
14 **Chapter 19D.240 of the Pierce County Code, "Pierce County**  
15 **Countywide Planning Policies," Upon Ratification; and**  
16 **Adopting Findings of Fact.**  
17

18 **Whereas**, the Pierce County Regional Council (PCRC) was created in 1992 by  
19 interlocal agreement among the cities and towns of Pierce County and Pierce County,  
20 and charged with responsibilities, including: serving as a local link to the Puget Sound  
21 Regional Council, promoting intergovernmental cooperation, facilitating compliance with  
22 the coordination and consistency requirements of the Growth Management Act (GMA)  
23 and the Regional Transportation Planning Organization (Chapter 47.80 Revised Code  
24 of Washington [RCW]), and developing a consensus among jurisdictions regarding the  
25 development and modification of the Countywide Planning Policies; and  
26

27 **Whereas**, on January 31, 1995, the PCRC passed Resolution No. R95-17  
28 affirming the commitment of the County to continue discussions with other local  
29 jurisdictions to resolve implementation of the GMA; and  
30

31 **Whereas**, the Pierce County Countywide Planning Policies (CPPs) are written  
32 policy statements which are to be used solely for establishing a countywide framework  
33 from which the County and municipal comprehensive plans are developed and adopted;  
34 and  
35

36 **Whereas**, the CPPs were originally adopted on June 30, 1992 and amended on  
37 April 9, 1996, December 17, 1996, November 18, 2004, November 17, 2008, June 26,  
38 2012, August 27, 2012, July 11, 2014, and July 27, 2014; and  
39

40 **Whereas**, the PCRC considered various options to address issues associated  
41 with the expansion of the Urban Growth Area in 2016; and  
42

43 **Whereas**, the current CPPs contain a policy that requires dry sewer facilities to  
44 be installed if sanitary sewer service is not available for a project within the designated  
45 Urban Growth Area; and  
46

1       **Whereas**, situations exist in which it is not practical or feasible to require dry  
2 sewer facilities within the designated Urban Growth Area; and

3  
4       **Whereas**, the Pierce County Growth Management Coordinating Committee  
5 (GMCC) is a technical subcommittee to the PCRC, and the GMCC includes staff  
6 representatives from the County and the cities and towns within Pierce County; and

7  
8       **Whereas**, the GMCC forwarded its proposed recommendation to amend the  
9 CPPs to the PCRC for consideration; and

10  
11       **Whereas**, the PCRC, based upon the recommendation from the GMCC and its  
12 own discussions, recommended approval of the proposal at its December 21, 2017  
13 meeting; and

14  
15       **Whereas**, amendments to the CPPs must be adopted through amendment of the  
16 original interlocal agreement or by a new interlocal agreement ratified by 60 percent of  
17 member jurisdictions in Pierce County representing 75 percent of the total population;  
18 and

19  
20       **Whereas**, demonstration of ratification shall be by execution of an interlocal  
21 agreement or the absence of a legislative action to disapprove a proposed amendment;  
22 and

23  
24       **Whereas**, a jurisdiction shall be deemed as casting an affirmative vote if it has  
25 not taken legislative action to disapprove a proposed amendment within 180 days from  
26 the date the Pierce County Council formally authorizes the Pierce County Executive to  
27 enter into an interlocal agreement; and

28  
29       **Whereas**, when ratified by the necessary number of cities and towns, Section  
30 19D.240 of the Pierce County Code (PCC), "Pierce County Countywide Planning  
31 Policies", shall be amended, without a subsequent ordinance of the County Council, to  
32 incorporate the recommended proposal; and

33  
34       **Whereas**, the Pierce County Planning Commission, at its February 27, 2018,  
35 regular public hearing, reviewed the proposed amendments to the CPPs; and

36  
37       **Whereas**, the Pierce County Environmental official has determined the proposal  
38 is exempt from SEPA, per WAC 197-11-800(19) procedural actions; and

39  
40       **Whereas**, the Community Development Committee of the Pierce County Council  
41 held a public hearing on \_\_\_\_\_, 2018, where it considered oral and written testimony and  
42 forwarded its recommendation to the full County Council; and

43  
44       **Whereas**, the County Council held a public hearing on \_\_\_\_\_, 2018, where oral  
45 and written testimony was considered; and

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**Whereas**, the County Council finds that it is in the public interest to authorize the Pierce County Executive to execute the interlocal agreement; **Now Therefore**,

**BE IT ORDAINED by the Council of Pierce County:**

Section 1. The Pierce County Council acknowledges its approval of the amendments to the CPPs recommended by the Pierce County Regional Council as set forth in Exhibit A, which is attached hereto and incorporated herein by reference.

Section 2. The Pierce County Council authorizes the Pierce County Executive to execute Interlocal Agreements as set forth in Exhibit B, which is attached hereto and incorporated herein by reference, thereby ratifying the attached amendments to the CPPs and amending Chapter 19D.240 of the Pierce County Code as recommended by the Pierce County Regional Council.

Section 3. Findings of Fact are hereby adopted as shown in Exhibit C, which is attached hereto and incorporated herein by reference.

**PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.**

ATTEST:

**PIERCE COUNTY COUNCIL**  
Pierce County, Washington

\_\_\_\_\_  
**Denise D. Johnson**  
Clerk of the Council

\_\_\_\_\_  
**Douglas G. Richardson**  
Council Chair

\_\_\_\_\_  
**Bruce F. Dammeier**  
Pierce County Executive  
Approved \_\_\_\_\_ Vetoed \_\_\_\_\_, this  
\_\_\_\_\_ day of \_\_\_\_\_,  
2018.

Date of Publication of  
Notice of Public Hearing: \_\_\_\_\_

Effective Date of Ordinance: \_\_\_\_\_

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Dry Sewer Lines CPPs

Urban Public Services

UGA-5. Within the delineated urban growth areas, the County, and each municipality in the County, shall adopt measures to ensure that growth and development are timed and phased consistent with the provision of adequate public facilities and services.

5.4 Public Sanitary Sewer Service. The following policies shall be applicable to the provision of public sanitary sewer service in the County and its municipalities:

5.4.3 On-Site and Community Sewage Systems

- a. In order to protect the public health and safety of the citizens of Pierce County and of the municipalities in the County, to preserve and protect environmental quality including, but not limited to, water quality and to protect aquifer recharge areas, to work toward the goal of eliminating the development of new residential and commercial uses on on-site and community sewage systems within the urban areas in the unincorporated County or within municipal boundaries consistent with the Countywide Planning Policies, the County and each municipality shall adopt policies on the use of on-site and community sewage including:
  - (i) the most current Tacoma-Pierce County Board of Health Land Use Regulations for On-Site and Community Sewerage Systems.
  - (ii) policies which require connection to sanitary sewers when they are available in the following circumstances:
    - (a) if a septic system fails,
    - (b) for all new development except existing single-family lots,
    - (c) for development with dry sewer systems.
  - (iii) if sewer service is not available, dry sewer facilities shall be required, unless the local jurisdiction has adopted criteria that otherwise must be met.

1 UGA Banking CPPs

2  
3 AT-2. Urban Growth Area boundaries designated by the County pursuant to the Growth  
4 Management Act may be amended by Pierce County and accepted by the  
5 municipalities in the County pursuant to the same process by which the Urban Growth  
6 Areas were originally adopted and pursuant to subpolicies UGA-1 and UGA-2 of the  
7 “Countywide Planning Policy on Urban Growth Areas, Promotion of Contiguous and  
8 Orderly Development and Provision of Urban Services to Such Development.”  
9

10 2.1 An amendment to Urban Growth Area boundaries may be initiated by the  
11 County or any municipality in the County.  
12

13 2.2 A proposed amendment to Urban Growth Area boundaries shall include:  
14

15 2.2.1 a map indicating the existing Urban Growth Area boundary and the  
16 proposed boundary modification;  
17

18 2.2.2 a statement indicating how, and the extent to which, the proposed  
19 boundary modification complies with each of the factors listed in  
20 subpolicies 2.2, 2.4, 2.5 and 2.6 of the Countywide Planning Policy on  
21 Urban Growth Areas, Promotion of Contiguous and Orderly  
22 Development and Provision of Urban Services to Such Development-;  
23

24 2.2.3 a statement indicating the factors, data or analyses that have changed  
25 since the designation of the initial Urban Growth Area boundaries and/or  
26 the experience with the existing Urban Growth Area boundaries that have  
27 prompted the proposed amendment-; and  
28

29 2.2.4 documentation, if applicable, that an adequate number of capacity credits  
30 have been authorized to be withdrawn from the Urban Growth Area  
31 Capacity Bank as set forth in AT-2.5.  
32

33 2.3 The Urban Growth Area of a jurisdiction may be expanded only if:  
34

35 2.3.1 the jurisdiction’s observed development densities are consistent with the  
36 planned density assumptions as documented in the most recently  
37 published Buildable Lands Report as required by RCW 36.70A.215, and  
38

39 2.3.2 there is a demonstrated need for additional residential or employment  
40 capacity within the Urban Growth Area affiliated with an individual  
41 jurisdiction and a demonstrated need county-wide; or the expansion  
42 results in a no net gain to the countywide UGA Urban Growth Area; or an  
43 adequate number of capacity credits from the Urban Growth Area  
44 Capacity Bank are available and have been authorized to be used, and  
45  
46  
47

1 2.3.3 the consistency evaluation, as required through the Countywide Planning  
2 Policies on Buildable Lands, policies BL-3. and BL-4., identifies an  
3 inconsistency between the observed and planned densities, the jurisdiction  
4 shall either:

- 5 1) demonstrate reasonable measures were adopted to rectify the  
6 inconsistencies. Documentation shall also be submitted that  
7 summarizes the monitoring results of the effectiveness of the  
8 measures in rectifying density inconsistencies, or  
9 2) document updated development data that indicates  
10 consistency.

11  
12 2.4 To ensure the orderly development of urban lands, predictability in the provision  
13 of urban services, and the eventual annexation of ~~an~~Urban ~~g~~Growth ~~a~~Areas,  
14 Pierce County may incorporate criteria into its comprehensive plan policies for  
15 evaluating amendments proposing to remove properties from the ~~an~~Urban  
16 ~~g~~Growth ~~a~~Area. The criteria should, at a minimum, include the existing  
17 development pattern and density, vested development applications, and  
18 infrastructure and service needs to accommodate the existing and future  
19 residents. In general, any lands proposed to be removed from the ~~an~~Urban  
20 ~~g~~Growth ~~a~~Area shall be rural in character and not require any urban level  
21 infrastructure or service needs.

22  
23 2.5 Pierce County, in conjunction with its cities and towns, may establish and utilize  
24 an Urban Growth Area Capacity Bank for unincorporated lands that are removed  
25 from the Urban Growth Area.

26  
27 2.5.1 Portions of the existing Urban Growth Area, which are rural in character  
28 or where it has been determined that urban services will not be available,  
29 may be removed from the Urban Growth Area.

30  
31 2.5.2 The land capacity associated with undeveloped or underutilized properties  
32 removed from the Urban Growth Area may be placed in the Urban  
33 Growth Area Capacity Bank in the form of housing and/or employment  
34 capacity credits.

35 2.5.2.1 The land capacity for underdeveloped and underutilized properties  
36 shall be calculated using the methodology and assumptions  
37 incorporated in the most recent Pierce County Buildable Lands  
38 Report.

39  
40 2.5.3 The Urban Growth Area may be expanded using capacity credits from the  
41 Urban Growth Area Capacity Bank.

42 2.5.3.1 The banked capacity credits should only be utilized for the  
43 expansion of the Urban Growth Area when the area is affiliated  
44 with a city or town through the designation of a Potential  
45 Annexation Area.



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2.5.4 Pierce County Regional Council is the body for authorizing distribution of capacity credits from the Urban Growth Area Capacity Bank.

2.5.5 The Pierce County Regional Council shall establish an application and review process for authorizing use of capacity credits.

2.5.6 The Pierce County Regional Council shall consider the following preference in the distribution of capacity credits:

- a. cities and towns that have not had a Potential Annexation Area since 1996;
- b. cities and towns that have had a reduction in their Potential Annexation Area that has resulted in deposits into the Urban Growth Area Capacity Bank;
- c. cities and towns that have annexed all of their associated Potential Annexation Area; and
- d. the creation of logical city or town boundaries.

2.5.7 Cities and towns utilizing capacity credits to expand its Urban Growth Area must demonstrate a commitment to annex the associated property.

2.5.8 Pierce County will provide an annual report to the PCRC identifying the number of available capacity credits in the Urban Growth Area Capacity Bank.

2.5.9 Participation in the Pierce County Transfer of Development Rights (TDR) program is not required when the Urban Growth Area is expanded using capacity credits from the Urban Growth Area Capacity Bank.

2.5.6 A proposed amendment to the Urban Growth Area boundaries shall be referred to the PCRC for its review and recommendation.

UGA-1. The County shall designate the countywide Urban Growth Area and Potential Annexation Areas within it, in consultations between the County and each municipality.

1.1 County referral of proposed Urban Growth Area and Potential Annexation Area designations to the Pierce County Regional Council (PCRC).

1.1.1 The PCRC may refer the proposed designations to the Growth Management Coordinating Committee (GMCC), or its successor entity for technical advice and for a report.

1.1.2 The PCRC may conduct public meetings to review the proposed designation and, at such meetings, may accept oral or written comments and communications from the public.

1 1.1.3 At the conclusion of its review and analysis, the PCRC shall make a  
2 recommendation to the County and to the municipalities in the County.  
3

4 1.2 Once adopted by the County, the Urban Growth Area and Potential  
5 Annexation Area designations shall not be changed except in accordance with  
6 the Countywide Policy on "Amendments and Transition."  
7

8 1.2.1 A jurisdiction shall not be required to modify existing Urban Growth  
9 Area boundaries or Potential Annexation Areas in order to reduce the  
10 residential or employment capacity to conform to adopted growth targets  
11 reflecting VISION 2040's Regional Growth Strategy. Jurisdictions shall,  
12 however, consider the adopted growth targets when updating their local  
13 comprehensive plans.  
14

15 1.2.2 Growth targets are the minimum number of residents, housing units, or  
16 jobs a given jurisdiction is planning to accommodate within the  
17 appropriate planning horizon and are to be developed through a  
18 collaborative countywide process that ensures all jurisdictions are  
19 accommodating a fair share of growth. These targets are informational  
20 tools integrated into local land use plans to assist in formulating future  
21 residential and employment land needs.  
22

23 UGA-2. The following specific factors and criteria shall dictate the size and boundaries of urban  
24 growth areas:  
25

26 2.7 The Urban Growth Areas in existence prior to the adoption of VISION 2040  
27 may contain capacity beyond that needed to accommodate the growth target per  
28 regional geography for the succeeding 20-year planning period based upon  
29 existing zoning designations, allowed density, existing land division patterns,  
30 and similar factors. It is permissible for such areas to continue to be designated  
31 as Urban Growth Areas. Expansion of these Urban Growth Area  
32 boundaries is acknowledged to be inconsistent with the CPPs and strongly  
33 discouraged if the Urban Growth Area expansion is not in accordance with  
34 policy AT-2.3.  
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**INTERLOCAL AGREEMENT**

**AMENDMENTS TO THE PIERCE COUNTY  
COUNTYWIDE PLANNING POLICIES**

This agreement is entered into by and among the cities and towns of Pierce County and Pierce County. This agreement is made pursuant to the provisions of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW. This agreement has been authorized by the legislative body of each jurisdiction pursuant to formal action and evidenced by execution of the signature page of this agreement.

**BACKGROUND:**

- A. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County. The organization is charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
- B. The Pierce County Countywide Planning Policies provide for amendments to be adopted through amendment of the original interlocal agreement, or by a new interlocal agreement. The Pierce County Countywide Planning Policies may be amended upon the adoption of amendments by the Pierce County Council and ratification by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of the proposed ratification.
- C. A demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment.
- D. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement.
- E. The amendment incorporates new policies that set criteria and a process for the formal recognition of areas that serve as important centers within Pierce County communities. This formal recognition may be used in future countywide project evaluations.
- F. The Pierce County Regional Council recommended adoption of the proposed amendment on December 21, 2017.

1 | PURPOSE:

2

3 | This agreement is entered into by the cities and towns of Pierce County and Pierce County for  
4 | the purpose of ratifying and approving the attached amendments to the Pierce County  
5 | Countywide Planning Policies (attachment).

6

7 | DURATION:

8

9 | This agreement shall become effective upon execution by 60 percent of the jurisdictions in  
10 | Pierce County, representing 75 percent of the total Pierce County population as designated by the  
11 | State Office of Financial Management at the time of the proposed ratification. This agreement  
12 | will remain in effect until subsequently amended or repealed as provided by the Pierce County  
13 | Countywide Planning Policies.

14

15 | SEVERABILITY:

16

17 | If any of the provisions of this agreement are held illegal, invalid, or unenforceable, the  
18 | remaining provisions shall remain in full force and effect.

19

20 | FILING:

21

22 | A copy of this agreement shall be filed with the Secretary of State, Washington Department of  
23 | Commerce, the Pierce County Auditor, and each city and town clerk.

24

25 | IN WITNESS WHEREOF, this agreement has been executed by each member  
26 | jurisdiction as evidenced by the signature page affixed to this agreement.

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**INTERLOCAL AGREEMENT**

**AMENDMENTS TO THE PIERCE COUNTY  
COUNTYWIDE PLANNING POLICIES**

Signature Page

The legislative body of the undersigned jurisdiction has authorized execution of the Interlocal Agreement, Amendments to the Pierce County Countywide Planning Policies.

IN WITNESS WHEREOF

This agreement has been executed by \_\_\_\_\_  
(Name of City/Town/County)

BY: \_\_\_\_\_  
(Mayor/Executive)

DATE: \_\_\_\_\_

Approved:

BY: \_\_\_\_\_  
(Director/Manager/Chair of County Council)

Approved as to Form:

BY: \_\_\_\_\_  
(City Attorney/Prosecutor)

Approved:

BY: \_\_\_\_\_  
(Pierce County Executive)

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Attachment to the  
Interlocal Agreement

Proposed Amendments  
to the  
Pierce County Countywide Planning Policies  
to  
Amend Dry Sewer Lines and UGA Capacity Bank

1 **Dry Sewer Lines CPPs**

2 *Urban Public Services*

3  
4 UGA-5. Within the delineated urban growth areas, the County, and each municipality in the  
5 County, shall adopt measures to ensure that growth and development are timed and  
6 phased consistent with the provision of adequate public facilities and services.  
7

8 5.4 Public Sanitary Sewer Service. The following policies shall be applicable to  
9 the provision of public sanitary sewer service in the County and its  
10 municipalities:

11  
12 5.4.3 On-Site and Community Sewage Systems

- 13 a. In order to protect the public health and safety of the citizens of  
14 Pierce County and of the municipalities in the County, to preserve  
15 and protect environmental quality including, but not limited to,  
16 water quality and to protect aquifer recharge areas, to work toward  
17 the goal of eliminating the development of new residential and  
18 commercial uses on on-site and community sewage systems within  
19 the urban areas in the unincorporated County or within municipal  
20 boundaries consistent with the Countywide Planning Policies, the  
21 County and each municipality shall adopt policies on the use of on-  
22 site and community sewage including:
- 23 (i) the most current Tacoma-Pierce County Board of Health  
24 Land Use Regulations for On-Site and Community Sewerage  
25 Systems,
  - 26 (ii) policies which require connection to sanitary sewers when  
27 they are available in the following circumstances:
    - 28 (a) if a septic system fails,
    - 29 (b) for all new development except existing single-family  
30 lots,
    - 31 (c) for development with dry sewer systems.
  - 32 (iii) if sewer service is not available, dry sewer facilities shall be  
33 required- unless the local jurisdiction has adopted criteria that  
34 otherwise must be met.  
35  
36

1 UGA Banking CPPs

2 AT-2. Urban Growth Area boundaries designated by the County pursuant to the Growth  
3 Management Act may be amended by Pierce County and accepted by the  
4 municipalities in the County pursuant to the same process by which the Urban  
5 Growth Areas were originally adopted and pursuant to subpolicies UGA-1 and  
6 UGA-2 of the “Countywide Planning Policy on Urban Growth Areas, Promotion of  
7 Contiguous and Orderly Development and Provision of Urban Services to Such  
8 Development.”

9  
10 2.1 An amendment to Urban Growth Area boundaries may be initiated by the  
11 County or any municipality in the County.

12  
13 2.2 A proposed amendment to Urban Growth Area boundaries shall include:

14  
15 2.2.1 a map indicating the existing Urban Growth Area boundary and the  
16 proposed boundary modification;

17  
18 2.2.2 a statement indicating how, and the extent to which, the proposed  
19 boundary modification complies with each of the factors listed in  
20 subpolicies 2.2, 2.4, 2.5 and 2.6 of the Countywide Planning Policy on  
21 Urban Growth Areas, Promotion of Contiguous and Orderly  
22 Development and Provision of Urban Services to Such Development; ;

23  
24 2.2.3 a statement indicating the factors, data or analyses that have changed  
25 since the designation of the initial Urban Growth Area boundaries  
26 and/or the experience with the existing Urban Growth Area boundaries  
27 that have prompted the proposed amendment; and

28  
29 2.2.4 documentation, if applicable, that an adequate number of capacity  
30 credits have been authorized to be withdrawn from the Urban Growth  
31 Area Capacity Bank as set forth in AT-2.5.

32  
33 2.3 The Urban Growth Area of a jurisdiction may be expanded only if:

34  
35 2.3.1 the jurisdiction’s observed development densities are consistent with  
36 the planned density assumptions as documented in the most recently  
37 published Buildable Lands Report as required by RCW 36.70A.215,  
38 and

39  
40 2.3.2 there is a demonstrated need for additional residential or employment  
41 capacity within the Urban Growth Area affiliated with an individual  
42 jurisdiction and a demonstrated need county-wide; or the expansion  
43 results in a no net gain to the countywide UGA Urban Growth Area; or  
44 an adequate number of capacity credits from the Urban Growth Area  
45 Capacity Bank are available and have been authorized to be used, and  
46



1 2.3.3 the consistency evaluation, as required through the Countywide  
2 Planning Policies on Buildable Lands, policies BL-3. and BL-4.,  
3 identifies an inconsistency between the observed and planned densities,  
4 the jurisdiction shall either:

- 5 1) demonstrate reasonable measures were adopted to rectify the  
6 inconsistencies. Documentation shall also be submitted that  
7 summarizes the monitoring results of the effectiveness of the  
8 measures in rectifying density inconsistencies, or  
9 2) document updated development data that indicates  
10 consistency.

11  
12 2.4 To ensure the orderly development of urban lands, predictability in the  
13 provision of urban services, and the eventual annexation of ~~an~~Urban ~~and~~Growth  
14 ~~an~~Areas, Pierce County may incorporate criteria into its comprehensive plan  
15 policies for evaluating amendments proposing to remove properties from the  
16 ~~an~~Urban ~~and~~Growth ~~an~~Area. The criteria should, at a minimum, include the  
17 existing development pattern and density, vested development applications,  
18 and infrastructure and service needs to accommodate the existing and future  
19 residents. In general, any lands proposed to be removed from the ~~an~~Urban  
20 ~~and~~Growth ~~an~~Area shall be rural in character and not require any urban level  
21 infrastructure or service needs.

22  
23 2.5 Pierce County, in conjunction with its cities and towns, may establish and  
24 utilize an Urban Growth Area Capacity Bank for unincorporated lands that are  
25 removed from the Urban Growth Area.

26  
27 2.5.1 Portions of the existing Urban Growth Area, which are rural in  
28 character or where it has been determined that urban services will not  
29 be available, may be removed from the Urban Growth Area.

30  
31 2.5.2 The land capacity associated with undeveloped or underutilized  
32 properties removed from the Urban Growth Area may be placed in the  
33 Urban Growth Area Capacity Bank in the form of housing and/or  
34 employment capacity credits.

35 2.5.2.1 The land capacity for underdeveloped and underutilized  
36 properties shall be calculated using the methodology and  
37 assumptions incorporated in the most recent Pierce County  
38 Buildable Lands Report.

39 2.5.3 The Urban Growth Area may be expanded using capacity credits from  
40 the Urban Growth Area Capacity Bank.

41 2.5.3.1 The banked capacity credits should only be utilized for the  
42 expansion of the Urban Growth Area when the area is affiliated  
43 with a city or town through the designation of a Potential  
44 Annexation Area.

45  
46 2.5.4 Pierce County Regional Council is the body for authorizing distribution  
47 of capacity credits from the Urban Growth Area Capacity Bank.  
48

1 2.5.5 The Pierce County Regional Council shall establish an application and  
2 review process for authorizing use of capacity credits.  
3

4 2.5.6 The Pierce County Regional Council shall consider the following  
5 preference in the distribution of capacity credits:  
6 a. cities and towns that have not had a Potential Annexation Area  
7 since 1996;  
8 b. cities and towns that have had a reduction in their Potential  
9 Annexation Area that has resulted in deposits into the Urban  
10 Growth Area Capacity Bank;  
11 c. cities and towns that have annexed all of their associated Potential  
12 Annexation Area; and  
13 d. the creation of logical city or town boundaries.  
14

15 2.5.7 Cities and towns utilizing capacity credits to expand its Urban Growth  
16 Area must demonstrate a commitment to annex the associated property.  
17

18 2.5.8 Pierce County will provide an annual report to the PCRC identifying  
19 the number of available capacity credits in the Urban Growth Area  
20 Capacity Bank.  
21

22 2.5.9 Participation in the Pierce County Transfer of Development Rights  
23 (TDR) program is not required when the Urban Growth Area is  
24 expanded using capacity credits from the Urban Growth Area Capacity  
25 Bank.  
26

27 2.56 A proposed amendment to the Urban Growth Area boundaries shall be  
28 referred to the PCRC for its review and recommendation.  
29

30 UGA-1. The County shall designate the countywide Urban Growth Area and Potential  
31 Annexation Areas within it, in consultations between the County and each  
32 municipality.  
33

34 1.1 County referral of proposed Urban Growth Area and Potential Annexation  
35 Area designations to the Pierce County Regional Council (PCRC).  
36

37 1.1.1 The PCRC may refer the proposed designations to the Growth  
38 Management Coordinating Committee (GMCC), or its successor entity  
39 for technical advice and for a report.  
40

41 1.1.2 The PCRC may conduct public meetings to review the proposed  
42 designation and, at such meetings, may accept oral or written comments  
43 and communications from the public.  
44

45 1.1.3 At the conclusion of its review and analysis, the PCRC shall make a  
46 recommendation to the County and to the municipalities in the County.  
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1.2 Once adopted by the County, the Urban Growth Area and Potential Annexation Area designations shall not be changed except in accordance with the Countywide Policy on “Amendments and Transition.”

1.2.1 A jurisdiction shall not be required to modify existing Urban Growth Area boundaries or Potential Annexation Areas in order to reduce the residential or employment capacity to conform to adopted growth targets reflecting VISION 2040’s Regional Growth Strategy. Jurisdictions shall, however, consider the adopted growth targets when updating their local comprehensive plans.

1.2.2 Growth targets are the minimum number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are to be developed through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth. These targets are informational tools integrated into local land use plans to assist in formulating future residential and employment land needs.

UGA-2. The following specific factors and criteria shall dictate the size and boundaries of urban growth areas:

2.7 The Urban Growth Areas in existence prior to the adoption of VISION 2040 may contain capacity beyond that needed to accommodate the growth target per regional geography for the succeeding 20-year planning period based upon existing zoning designations, allowed density, existing land division patterns, and similar factors. It is permissible for such areas to continue to be designated as Urban Growth Areas. Expansion of these Urban Growth Area boundaries is acknowledged to be inconsistent with the CPPs and strongly discouraged if the Urban Growth Area expansion is not in accordance with policy AT-2.3.



The Pierce County Council Finds:

1. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County and charged with responsibilities including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (GMA) and the Regional Transportation Planning Organization (Chapter 47.80 Revised Code of Washington [RCW]), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
2. On January 31, 1995, the Pierce County Council passed Resolution No. R95-17 affirming the commitment of the County to continue discussions with other local jurisdictions to resolve implementation of the Growth Management Act.
3. The Growth Management Act required Pierce County to adopt a countywide planning policy in cooperation with the cities and towns located within the County.
4. The Pierce County Countywide Planning Policies (CPPs) are written policy statements which are to be used solely for establishing a countywide framework from which the County and municipal comprehensive plans are developed and adopted.
5. The CPPs were originally adopted on June 30, 1992 and amended on April 9, 1996, December 17, 1996, November 18, 2004, November 17, 2008, June 26, 2012, August 27, 2012, July 11, 2014, and July 27, 2014.
6. As a document adopted pursuant to requirements of the Growth Management Act, the CPPs should be incorporated by reference in Title 19D, Other Comprehensive Planning Documents, of the Pierce County Code.
7. The CPPs are adopted as 19D.240 of the Pierce County Code.
8. CPP UGA-2.7 states that "The urban growth areas in existence prior to the adoption of VISION 2040 may contain capacity beyond that needed...It is permissible for such areas to be designated...Expansion of these urban growth area boundaries is acknowledged to be inconsistent with the CPPs and strongly discouraged if...not in accordance with policy AT-2.3."
9. CPP AT-2.3 states, that "The urban growth area of a jurisdiction may be expanded only if:...2.3.2 there is a demonstrated need for additional...capacity...or the expansion results in a no net gain to the countywide UGA."



- 1 10. The PCRC has heard from various jurisdictions about the challenges associated  
2 with proposing urban growth area expansions that adheres to the “no net gain”  
3 criteria.
- 4
- 5 11. The PCRC considered various options to address issues associated with the  
6 expansion of the Urban Growth Area in 2016.
- 7
- 8 12. CPP UGA-5.4.3 On-Site and Community Sewage System (iii) states, “if sewer  
9 service is not available, dry-sewer facilities shall be required” within urban areas.
- 10
- 11 13. Various jurisdictions have identified situations where it is problematic to require  
12 dry-sewer facilities.
- 13
- 14 14. The PCRC recommended its adoption of the proposed amendments to the CPPs  
15 on December 21, 2017.
- 16
- 17 15. The Pierce County Planning Commission reviewed the proposed amendments and  
18 held a public hearing at its February 27, 2018 meeting.
- 19
- 20 16. The Planning Commission recommended approval of the proposed amendment  
21 that provides local flexibility in the requirement of dry-line facilities.
- 22
- 23 17. The Planning Commission recommended denial of the proposed amendment that  
24 establishes an Urban Growth Area Capacity Bank (Capacity Bank).
- 25
- 26 18. The Planning Commission had various concerns with the establishment of the  
27 Capacity Bank. These concerns ranged from lack of detail on how the process will  
28 occur, to the perception that it would add another bureaucratic layer.
- 29
- 30 19. The Planning Commission recommended that the County Council request that the  
31 PCRC amend the Capacity Bank proposal to include a sunset date for re-  
32 evaluation after 10 years.
- 33
- 34 20. The Planning Commission recommended that the County Council request that  
35 policy UGA-1.1.2 be amended by replacing “may” with “shall” as related to holding  
36 a public hearing.
- 37
- 38 21. The Pierce County Environmental official has determined the proposal is exempt  
39 from SEPA per WAC 197-11-800(19) procedural actions.
- 40
- 41 22. The CPPs include provisions addressing procedures for amending the CPPs.
- 42
- 43 23. The proposed amendments to the CPPs shall become effective when 60 percent  
44 of the cities, towns, and the County, representing 75 percent of the total population  
45 as designated by the State Office of Financial Management at the time of the  
46 proposed ratification become signatories to the agreement.
- 47

- 1 24. A demonstration of ratification shall be by execution of an interlocal agreement or  
2 the absence of a legislative action to disapprove the proposed amendment.  
3
- 4 25. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken  
5 legislative action to disapprove a proposed amendment within 180 days from the  
6 date the Pierce County Council formally authorizes the Pierce County Executive to  
7 enter into an interlocal agreement.  
8
- 9 26. Per Pierce County Countywide Planning Policy AT 1.2.1, the date that the Pierce  
10 County Council formally authorizes the Pierce County Executive to enter into an  
11 interlocal agreement shall begin the 180-day ratification period.  
12
- 13 27. The 180-day ratification period shall begin on \_\_\_\_\_, 2018 and end on  
14 \_\_\_\_\_, 2018.  
15
- 16 28. A subsequent ordinance of the County Council shall not be necessary to  
17 acknowledge the ratification process and amend Section 19D.240 PCC, "Pierce  
18 County Countywide Planning Policies."  
19
- 20 29. The Community Development Committee of the County Council, after a properly  
21 noticed public hearing, considered oral and written testimony and forwarded its  
22 recommendation to the full Council.  
23
- 24 30. The County Council held a public hearing on \_\_\_\_\_, 2018 where oral and  
25 written testimony was considered.  
26
- 27 31. It is in the public interest to authorize the Pierce County Executive to execute the  
28 interlocal agreements.

