

# **CHAPTER VIII**

## **CAPITAL FACILITIES PLAN ELEMENT**

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### **INTRODUCTION**

The Capital Facilities Plan Element has been developed in accordance with the Growth Management Act to ensure that there is an adequate level of capital facilities to meet the existing and anticipated development within the City of Mill Creek and its Municipal Urban Growth Area (MUGA).

To accomplish this intent, this chapter provides:

- A description of Level of Service Standards and Guidelines for measuring the adequacy of capital facilities;
- An inventory, capacity analysis and the general location of existing capital facilities;
- A forecast of the need for new and/or expanded capital facilities;
- The proposed locations and capacities of any proposed new or expanded capital facilities; and
- Policies to ensure the timely and efficient provision of capital facilities, including a policy requiring the City to reassess the Land Use Element if probable funding falls short of meeting established Level of Service Standards.

The purpose of this chapter is to identify and prioritize capital facility needs that become the basis for the seven-year Capital Facilities Plan. The Capital Facility Plan is adopted as a separate document and identifies specific capital improvement projects and funding sources. It is updated every two years in conjunction with the biennial budget.

### **CAPITAL FACILITY LEVEL OF SERVICE STANDARDS AND GUIDELINES**

To determine the existing and projected capacity of capital facilities, two different means or tools have been established -- Level of Service Standards and Level of Service Guidelines.

#### **Level of Service Standards**

Level of Service Standards are binding requirements subject to the concept of concurrency under the Growth Management Act. Briefly stated, the Act prohibits jurisdictions from approving a development if the development causes the Level of

Service to decline below the minimum standard adopted for a specific capital facility, unless improvements or strategies to accommodate the impacts of development are made concurrent with development. Further, the Act defines "concurrent with development" as the required improvements or strategies in place at the time of development, or a financial commitment in place to complete the improvements or strategy within six years.

The City has chosen to establish Level of Service Standards for transportation facilities and for neighborhood park facilities. A seven-year Capital Facilities Plan that illustrates the City's commitment and ability to achieve the established Level of Service Standards for these facilities is adopted every other year in conjunction with the biennial budget.

### **Level of Service Guidelines**

Although not required by the Growth Management Act, Level of Service Guidelines are established for other capital facilities provided by the City. Level of Service Guidelines, in contrast to Level of Service Standards, are not subject to concurrency and are used as general recommendations for guiding the design and development of the remaining capital facilities. Several capital facilities subject to the Level of Service Guidelines are funded within the seven-year Capital Facilities Plan.

## **INVENTORY AND CAPACITY ANALYSIS**

For the purpose of this element, a capital facility is defined as real estate, a structure or equipment anticipated to cost at least \$15,000 and with an expected useful life of at least ten years.

City-provided capital facilities addressed in the Capital Facilities Plan Element include the following:

- Parks and Recreation
- Transportation:
  - Roads
  - Sidewalks
- Stormwater Management
- City Facilities (City Hall & Library)
- Public Safety Communications

Presented below is the existing inventory of city-provided capital facilities, an analysis of their current capacity and findings related to the surplus or deficiency of facilities necessary to accommodate the existing and projected population. The capacity analysis is used later in the element to identify projects needed to maintain the existing Level of Service Standards or Guidelines or alleviate identified deficiencies.

## Parks and Recreation Facilities

### 1. Inventory of Existing Facilities:

The Comprehensive Plan includes a Parks and Open Space Element that addresses in detail the City's parks and recreation inventory. In summary, the City currently owns and operates seven neighborhood parks and one community park. Neighborhood parks include Heron Park, Highlands Park, Nickel Creek Park, Pine Meadow Park, Cougar Park, Hillside Park, Library Park, Mill Creek East Park, and Silver Crest Park. The cumulative area of these parks is 40.6 acres. This amount becomes the basis for evaluating existing and future Levels of Service for neighborhood parks.

Neighborhood park amenities include children's play equipment, meandering pedestrian paths, basketball and tennis courts, restroom facilities and open play areas. Mill Creek Sports Park, completed in January 2004, is the City's first developed community park. Approximately five acres in size, the park includes a lighted ball field (designed to accommodate Little League baseball, youth softball, and youth soccer), seating, skate park, restroom facilities and concession stand. The location of these facilities is shown on the Parks and Open Space Map in the Parks and Open Space Element.

The Parks and Recreation Element identifies an additional neighborhood park near the Pacific Topsoils site. In 2003, the City approved a preliminary plat for the Mill Creek East development west of 35<sup>th</sup> Avenue SE. The development includes a one acre neighborhood park, for which the land will be dedicated to the City at the time the final plat is recorded.

The City and County jointly own a 40-acre parcel located in the Tambark Creek corridor (east of 35<sup>th</sup> Avenue SE and north of 180<sup>th</sup> Street SE), and are currently preparing a master plan to include both active and passive uses. The City also owns a five-acre park site on 148<sup>th</sup> Street SE in the East UGA Subarea that is currently undeveloped.

The City also coordinates a recreation program featuring activities for all ages. Most of the activities/classes use the Community Room within City Hall; however, the Council Chambers and neighborhood parks are sometimes used.

## **2. Existing Capacity of Parks and Recreation Facilities:**

The capacity of the City's park system can be measured by comparing the park facility inventory with the Level of Service Standard established in the Parks and Open Space Element.

## **3. Level of Service Standard for Neighborhood Parks:**

The following Level of Service Standard is established to assess the capacity of the City's neighborhood parks:

The Park and Open Space Level of Service Standard for neighborhood parks is two (2) usable acres of park land for every 1,000 people.

Based upon this Level of Service Standard, 35 acres of neighborhood parks are needed to serve the 2006 population of 17,460. Based on a total of 40.6 acres of neighborhood park land currently owned by the City, the resulting Level of Service is 2.3 acres per 1,000 people.

Table 1 of the Parks and Open Space Element illustrates the inventory and capacity of the City's park and recreation system.

## **4. Finding:**

The Level of Service standard for neighborhood parks serving the 2006 population is currently being exceeded. Where a minimum of 35.0 acres of neighborhood parks would be required, a total of 40.6 acres are available.

Looking to the future, the population within the Mill Creek MUGA is expected to grow to 56,215 by the year 2025. As the City Council approves annexation requests within the MUGA, the City should ensure that adequate land for neighborhood parks is provided consistent with the standard of 2 acres/1,000 residents.

The general location of four additional neighborhood parks has been identified in the East UGA Subarea Plan. If the Plan is implemented, the development of these parks will help maintain the City's Level of Service for neighborhood parks.

### **Transportation Facilities - Roads**

#### **1. Inventory of Existing Road Facilities:**

The Comprehensive Plan's Transportation Element includes an inventory of the City's street system. As of September 2006, the City owned and maintained approximately 69.3 lane miles of residential streets, 16.9 lane miles of collector streets, 3.5 lane miles of arterial streets and 18.8 lane miles of state highway for a total of 108.5 lane miles of roadway.

## 2. Capacity of Existing Road Facilities:

The existing capacity of the City's vehicular circulation system can be measured by comparing the 2006 Level of Service to the minimum Level of Service Standard established in the Transportation Element of the Comprehensive Plan. Consistent with the Highway Capacity Manual, the Level of Service is determined by measuring the individual intersections and ranges between A and F (where A has the shortest delay and F has the longest delay).

A large percentage of the traffic in the City is due to "pass through" trips. These trips come from people who live outside Mill Creek but commute on the City's roadway system. Since it is not feasible or desirable to construct a roadway system to handle the maximum traffic volume, the City has accepted that significant delays will occur during the peak commuting hours.

## 3. Level of Service Standard for Road Facilities (Intersections):

The following Level of Service Standard is established to assess the capacity of road facilities in the City of Mill Creek:

The Level of Service Standard for road facilities is measured at individual intersections and shall not fall below the established minimum Level of Service Standards illustrated on Table 1.

## 4. Finding:

As shown on Table 1, the estimated peak hour Level of Service generally meets the established minimum Level of Service Standard. The two locations where the existing LOS falls below the minimum standard are along SR 96. The Puget Sound Regional Council has determined that SR 96 and SR 527 are regionally significant highways, and established that the minimum LOS should be an "E Mitigated." This means that if the LOS falls below an "E," as is the case, the congestion should be mitigated by providing additional transit service or other traffic reducing mechanisms. However, since these roadway facilities are owned and operated by WSDOT instead of the City, Mill Creek is limited to coordinating with transit agencies to improve local service.

As future development impacts the Level of Service at intersections listed on Table 1, transportation system improvements and/or other strategies to maintain the Level of Service will be necessary over the 20-year planning period.

**Table 1**  
**Minimum Peak Hour Level of Service Standards**  
**and**  
**2006 Level of Service Standards**

INTERSECTION	Minimum Peak Hour Level of Service Standard	2006 Existing Level of Service <sup>1</sup>
<b>SIGNALIZED INTERSECTIONS</b>		
SR 527 @ 164th Street SE (Mill Creek Rd)	E	C
SR 527 @ Mill Creek Blvd	E	C
SR 527 @ 153rd Street SE	E	C
SR 527 @ Trillium Blvd	E	C
SR 527 @ Dumas Road	E	C
SR 527 @ SR 96	E	F
Dumas Road @ SR 96	E	F
Dumas Road @ Park Road	F	C
Dumas Road @ North Creek Drive	F	C
164th St. SE @ Mill Creek Blvd (9th Ave SE)	F	F
Mill Creek Road @ Village Green Drive	F	D
Seattle Hill Road @ 35th Avenue SE	F	D
SR 96 / 35 <sup>th</sup> Ave SE	E	D
148 <sup>th</sup> Street SE @ 35 <sup>th</sup> Ave SE	E	B
Main Street @ Mill Creek Boulevard	E	B
<b>NON-SIGNALIZED INTERSECTIONS</b>		
SR 527 @ Seattle Hill Road	E	D
Mill Creek Road @ Seattle Hill Road	E	E
Seattle Hill Road @ 25th Ave SE	E	E
Seattle Hill Road @ 32nd Ave SE	E	E
Village Green Drive @ Trillium Blvd	D	C
Village Green Drive @ 148th Street SE	D	C
Mill Creek Blvd @ 153rd Street SE	D	C
North Creek Drive @ Trillium Blvd	D	A
Main Street @ 153rd Street	D	A

Source: City of Mill Creek, Department of Public Works

1. Estimated PM LOS based upon existing traffic volumes and intersection delays

## Transportation Facilities - Sidewalks

### **1. Inventory of Existing Sidewalk Facilities:**

The Transportation Element of the Comprehensive Plan includes an inventory of the City's pedestrian circulation system. As of January 2004, the City owns and maintains approximately 20 miles of public sidewalk. In addition, public access easements have been secured on privately owned and maintained sidewalks within several residential divisions.

### **2. Capacity of Existing Sidewalk Facilities:**

The adequacy of the sidewalk system can be measured by comparing the inventory of pedestrian facilities with the Level of Service Guideline adopted in the Transportation Element.

### **3. Level of Service Guidelines for Sidewalk Facilities:**

The following Level of Service Guidelines are established to assess the adequacy of the City's sidewalk facilities:

- All residential, collector, and arterial streets, and state highways should have sidewalks along both sides, where practical and appropriate.
- All sidewalks shall comply with applicable accessibility standards.
- Sidewalks shall be "transit friendly" (i.e., located to connect neighborhoods to transit stops and include pedestrian boarding pads where appropriate).

The City's sidewalk system has been evaluated in relationship to the established Level of Service Guidelines and has been found to be generally in compliance with the guidelines; however, the following street sections currently lack adequate sidewalk facilities:

- Old Seattle Hill Road (south of the Wildflower Division)
- 138<sup>th</sup> Street SE
- 9<sup>th</sup> Avenue SE (south of Penny Creek crossing)

### **4. Finding:**

In the past five years, new developments and road improvement projects have facilitated the construction of sidewalks in areas where none had previously existed. Sidewalk facilities for the street sections listed above are necessary to meet the established Level of Service Guidelines. As new development occurs, sidewalks will be constructed to meet the Level of Service Guidelines.

Older developments within the City do not have sidewalks, and thus, do not meet the City's level of service guidelines. To improve pedestrian safety in these neighborhoods, the City may consider the construction of sidewalks as part of the CFP process or through a Local Improvement District (LID).

### **Stormwater Management Facilities**

The City of Mill Creek adopted a Surface Water Management Program in 1999. This program was established to maintain and improve the City's stormwater facilities and establish an educational program for protecting water quality of streams in Mill Creek.

#### **1. Inventory of Existing Stormwater Management Facilities:**

The existing stormwater management facilities that serve the City consist of a combination of both publicly and privately owned and maintained drainage systems. In October of 1993, the City completed a detailed inventory of the stormwater facilities within the City. This inventory is updated on a regular basis as new development occurs and is contained in the Background Summary document. The general locations of the major stormwater facilities are illustrated on the Stormwater Facilities Inventory map.

#### **2. Capacity of Existing and New Stormwater Management Facilities:**

The capacity of the stormwater management facilities can be determined by comparing the existing facilities with the established Level of Service Guideline.

#### **3. Stormwater Management Systems Level of Service Guidelines:**

The following Level of Service Guideline is to establish design criteria for new stormwater management facilities within the City:

New stormwater management systems must be designed to meet the requirements of the Department of Ecology Stormwater Management Manual for Western Washington currently adopted by the City of Mill Creek.

The City has required all development to comply with this Level of Service Guideline since 1989. However, developments approved before 1989 employed less stringent standards.

#### **4. Finding:**

##### **Stormwater Detention Systems:**

Many of the existing drainage facilities in the City do not provide adequate flow control or water quality treatment for stormwater runoff. While these facilities do not meet current design standards, retrofitting the systems is generally not feasible due to the cost of acquiring the additional property that would be required. Most existing

detention facilities would need to be significantly enlarged or reconstructed, which would encroach into established buildings or environmentally sensitive areas. As part of the City's Surface Water Utility Program, the City is making improvements to existing stormwater facilities wherever possible.

**City Facilities (City Hall & Library)**

**1. Inventory of Existing City Facilities:**

City Hall:

The City of Mill Creek's City Hall facility consists of a 15,846 square foot structure on a 2.46 acre site at 15728 Main Street. The City's Council Chambers, administrative departments, public works shop, public assembly/ recreation facilities and police department are housed within this facility. The area breakdown is illustrated in Table 2.

15720 Main Street Building:

In 2005 the City purchased an office building located immediately north of City Hall for public use and to reduce overcrowding at City Hall. This building is 31,842 square feet in size. The area breakdown is illustrated in Table 3.

**Table 2  
Inventory of City Hall Facilities  
July 2006**

<b>FUNCTION</b>	<b>Area (in square feet)</b>
Administration	3,473
Public Works Shop/Maintenance Office	1,921
Police Department (Administration, Lockers, Storage)	4,149
Council Chambers/Conference Room	1,442
Community Room (Recreation Programming and Public Assembly)	1,100
Common Areas (Lunch Room, Lobby, Restrooms, Hallways)	3,007
Archive/Storage Space	754
<b>TOTAL</b>	<b>15,846</b>

**Table 3  
City of Mill Creek  
Inventory of 15720 Main Street Building Facilities  
September 2006**

FUNCTION	Area (in square feet)
City Functions (Recreation and Community Programs)	3,791
Leased	23,815
Common Areas (Hallway, Restrooms, Elevator, Storage, and Mechanical)	4,236
<b>TOTAL</b>	<b>31,842</b>

Library:

The Ralph W. and Winnifred B. Hammit Public Library consists of an 8,938 square foot structure located on a 1.98 acre site at 15429 Bothell-Everett Highway. Although the library is owned and maintained by the City, it is operated by Sno-Isle Libraries. The area breakdown of the library is shown on Table 4.

**Table 4  
City of Mill Creek  
Inventory of Library Facilities  
May 2004**

FUNCTION	Area (in square feet)
Office Space/Staff Lounge/Work Room	880
Public Area	8,058
<b>TOTAL</b>	<b>8,938</b>

**2. Capacity of Existing City Facilities:**

The capacity of City Facilities can be determined by comparing the existing facilities with the established Level of Service Guidelines.

**3. Level of Service Guidelines:**

City Hall

The following Level of Service Guideline is established to assess the capacity of City Hall:

Adequate facilities should be available for City personnel to perform their various service functions to the satisfaction of the community. This would include administration, community development, public works, finance, police, and recreation program and meeting facilities. Space for the storage and maintenance of City equipment is also necessary.

At this time, City personnel are performing their service functions at maximum capacity; however, there is little additional capacity to accommodate additional services or personnel.

The City's meeting rooms are operating at maximum capacity; thus, making it difficult to expand the City's recreation program or offer meeting space to community residents.

#### Library

The following Level of Service Guideline is established to assess the capacity of the Mill Creek Library:

One (1) library facility adequate to serve the needs of the community should be provided.

At this time, the library does not have adequate capacity to meet the needs of the community. Additional library space and parking will be needed to adequately serve the needs of the community.

#### **4. Finding:**

Both City Hall and the library facilities are operating beyond the established Level of Service Guidelines. The City's acquisition of the 15720 Main Street building is intended to address capacity issues for City operations. Additional facilities and/or strategies to increase library capacity will be needed within the 20-year planning period.

### **FUTURE NEEDS FOR NEW AND/OR EXPANDED CAPITAL FACILITIES**

Based on the findings presented for the listed capital facilities, this section discusses the new and/or expanded capital facilities needed to alleviate identified deficiencies and meet the demands of future growth.

Every two years, the City prepares and adopts a seven-year Capital Facility Program (CFP) identifying capital projects to be completed in this seven-year timeframe. Funding sources are also identified during the CFP planning process.

## **Parks and Recreation Facilities**

As stated earlier, the City currently exceeds the Level of Service standard for neighborhood parks. Thus, no immediate strategies for increasing the inventory of neighborhood park land are needed. In the long run, however, the City will need to identify additional neighborhood park land to meet the Level of Service Standard as additional land is annexed within the City's MUGA.

The general location of four additional neighborhood parks have been identified in the East UGA Subarea, which if implemented, will help maintain the Level of Service standard. As is the City's current practice, these additional park sites would be developed as funds become available.

## **Transportation Facilities - Roads**

Although the City's roadway system is currently operating at or above the adopted minimum Level of Service Standard, growth from future development will impact the existing Level of Service.

To address the traffic impacts from developments, the City has implemented a traffic mitigation program that requires a fee to be paid for each new trip generated on the major City streets. The City also has an Interlocal Agreement with Snohomish County to collect mitigation fees from County developments in the surrounding area that impact City streets.

The money collected with the traffic mitigation program is used to fund various Capital Facility Projects that will improve the capacity and safety of the affected roadways. A listing of the City mitigation segments and planned roadway improvement projects is shown in Table 4.

To protect the existing and future road system, the Transportation Element also includes a Level of Service Guideline for a Pavement Management System to ensure the timely maintenance of the City's roads. Although not subject to concurrency, several overlay projects implementing the Pavement Management System are funded within the seven-year Capital Facilities Plan.

## **Transportation Facilities - Sidewalks**

As discussed earlier, the existing sidewalk system needs to be expanded and improved to meet the adopted Level of Service Guidelines for sidewalk facilities.

Generally, the City expands its sidewalk system during the development process by requiring individual developers to install public sidewalks along the frontage of their property as a condition of development approval. As a result, sidewalks needed along the frontage of undeveloped properties are generally not funded in the seven-year Capital Facilities Plan, unless the City determines that a safety hazard exists.

Several projects have been identified as being necessary for public safety. These projects are funded in the current Capital Facilities Plan and are listed on Table 5.

**Table 5  
Planned Transportation  
Improvement Projects**

ROADWAY SEGMENT	PROPOSED IMPROVEMENT PROJECT	ESTIMATED TOTAL COST	PROPOSED CONSTRUCTION YEAR
Seattle Hill Road	SHR at 25 <sup>th</sup> Avenue SE Traffic Signal	\$425,000	2012
	SHR at 32 <sup>nd</sup> Avenue SE Traffic Signal	\$425,000	2012
164th Street SE	Extend existing right-turn lane on eastbound 164 <sup>th</sup> Street from SR 527 to the North Creek Bridge	\$1,900,000	2011
North Creek Drive	Traffic Signal at Trillium Boulevard	\$425,000	2013
Mill Creek Blvd	Intersection improvements at 153 <sup>rd</sup> Street SE	\$200,000	2013
9th Avenue SE	Reconstruction of roadway from Penny Creek to North Creek Park	\$1,000,000	2012
	Intersection improvements and road widening from 164 <sup>th</sup> St SE to Penny Creek	\$750,000	2008
Old Seattle Hill Road	Old SHR at Mill Creek Road Traffic Signal	\$425,000	2008
	Widen existing roadway, construct typical frontage improvements, street lighting and drainage.	\$2,000,000	2013
	Old SHR at SR 527 Traffic Signal	\$425,000	2013
SR 527 Spot Improvements	Spot improvements along SR 527 not addressed by recent WSDOT projects	\$75,000	As needed
35th Avenue SE	Repair or rebuild portions of 35 <sup>th</sup> Ave as needed between 144 <sup>th</sup> Street SE and 132 <sup>nd</sup> Street SE	\$500,000	2010
Citywide	Concrete replacement program	\$250,000	2009, 2012
	Asphalt overlay program	\$1,450,000	2007, 2010, 2013
	Transit shelters	\$30,000	2010
	Traffic calming and pedestrian safety program	\$100,000	As needed
	Lighting improvements	\$40,000	As needed

Source: City of Mill Creek Public Works Department

## **Stormwater Management Facilities**

In 1999, the City established a Surface Water Utility in the City of Mill Creek. The Utility funds the maintenance of publicly owned drainage facilities, inspection of privately owned facilities, public education and illegal discharge information actions. As part of the Capital Facility Program and biennium budget processes, capital project needs of the Surface Water Utility are evaluated, selected and utility rates adjusted as necessary.

New developments are required to provide stormwater management facilities that comply with the requirements for Western Washington as established by the Washington State Department of Ecology Stormwater Management Manual currently adopted by the City of Mill Creek.

## **City Facilities (City Hall & Library)**

### **City Hall:**

Population growth and the resulting increased demand for City services require additional capacity (space and ancillary office equipment). Several options that are being explored to improve the capacity of City Hall and improve/maintain the level of City services include:

- Acquiring land for the development of a public works yard;
- Remodel a portion of the 15720 Main Street Building for use by the recreation program and other City purposes.
- Remodel the community room in City Hall for City purposes.

Once a desired alternative is selected and funding is identified, the capital project(s) will need to be included within the seven-year Capital Facilities Plan.

### **Library:**

Public use of the Mill Creek Library continues to increase. The total circulation of books, tapes, CD's, magazines, videos and pamphlets, including renewals, for 2005 was 518,737, which represents an increase of 20 percent over the past four years. The Mill Creek Library has the third highest circulation in the Sno Isle District. As demand for library services continues to grow, methods to increase the capacity of the library will be necessary.

A 3-phase master plan was prepared for the library. Phases 1 and 2 (the original construction of the facility and a substantial expansion) have already been completed. Phase 3 calls for the library to expand by approximately 4,000 square feet and increase the number of parking spaces. Future improvements/expansion to the library should be financed as part of a Capital Facility Area established by the Library District.

## **FINANCING CAPITAL FACILITIES**

Capital facilities are financed in a number of ways including real estate excise tax, mitigation fees, voluntary contributions or dedications, private developers (e.g., frontage improvements and stormwater facilities), gas tax and grants. For example, transportation projects are usually funded with traffic mitigation fees, real-estate excise tax and federal and state grants. Park and recreation facilities are generally funded through park mitigation fees, real estate excise tax and recreation grants.

The City adopts a seven-year Capital Facility Plan every two years. This plan identifies specific capital facilities with specific funding sources to be constructed over a seven-year planning period. Budget constraints at the state and local level may impact the City's ability to construct planned capital facilities. As financing options become more limited, the City will have to prioritize capital facility projects through the Capital Facility Plan adoption process.

## **OTHER FACILITIES/SERVICES**

In addition to the City-provided services addressed in this element, the City of Mill Creek and its Urban Growth Area are served by other public and private entities that construct or acquire capital facilities. These entities include:

- Alderwood and Silver Lake Water Districts
- Everett School District No. 2
- Snohomish County Fire District No. 7
- Waste Management Northwest
- Snohomish County Emergency Radio Systems (SERS)

The City has no direct control or authority over the entities listed above and cannot provide a detailed capacity and future needs analysis, or a financing plan for their future capital facilities. This being the case, water and sewer facilities are addressed in the Utilities Element of the Comprehensive Plan, and a brief discussion of the services the other entities provide is discussed below. However, no financing plan for these entities is proposed.

### **Everett School District No. 2**

The City of Mill Creek and Urban Growth Area are located within the service area of the Everett School District No. 2. The school district has several facilities that are located within and serve the City and Urban Growth Area. These include:

Elementary Schools:

Located in the City and its Urban Growth Area are Cedar Wood Elementary School, Mill Creek Elementary School and Woodside Elementary School.

Heatherwood Middle School:

Heatherwood Middle School is located east of SR 527, off of Trillium Boulevard (immediately south of Henry M. Jackson High School).

Henry M. Jackson High School:

Henry M. Jackson High School is located east of SR 527, off 138<sup>th</sup> Street SE.

Lively Environmental Center:

Lively Environmental Center, located on Seattle Hill Road, is a 22-acre environmental center for children to "learn by doing." This facility includes nature trails, class rooms, a salmon hatchery and a pheasant farm. This facility is primarily a field trip destination for elementary school age students.

According to the 2006-2011 Capital Facilities Plan prepared by the Everett School District, existing schools are operating at or below desired capacity on a district-wide basis. The District is experiencing significant housing and student enrollment growth in the Mill Creek Urban Growth Area. Portable classrooms are necessary to house students at these facilities. Additional classrooms were constructed over the last four years to alleviate the need for portable classrooms at Henry M. Jackson High School, Gateway Middle School and Penny Creek Elementary School.

District-wide student enrollment in the Everett School District is expected to increase slightly over the next six years. Due to significant housing construction activity in the southeast portion of the district, enrollment is actually expected to increase at schools in this area while declining elsewhere in the district. Over the next 25 years, enrollment throughout the district is projected to show significant increases as population growth is directed to occur within the defined Everett and Mill Creek MUGAs.

A construction project is currently underway to build a new elementary school (Elementary No. 17) on the northern portion of the Gateway Middle School site, which is scheduled to open in time for the beginning of the 2007-2008 school year.

To accommodate the student enrollment expected in the 25-year outlook, the district will need to construct three new elementary schools, and the equivalent of two-thirds of a new middle school. Much of this new construction is expected to occur in the southeast area of the district.

To meet identified needs, the City and the school district have entered into an interlocal agreement that enables the school district to levy development impact fees to mitigate the impacts of development on school facilities. These fees are used to develop new facilities and provide portable classrooms.

## **Snohomish County Fire District No. 7**

The City currently contracts with Snohomish County Fire District No. 7 for fire protection, suppression and emergency medical services. Areas annexed to the City in the future will also be served by Fire District No. 7.

The district has six stations including the station located at 1020 153<sup>rd</sup> Street SE (Station 76). This station is no more than 2 miles from the farthest point in the City and houses both fire suppression equipment and an emergency medical aid car (basic life support). District No. 7's paramedics (Advanced Life Support) are stationed at Station 71, near the corner of Highway 9 and 180th Street NE.

## **Waste Management Northwest**

Garbage collection, disposal and recycling services in the City are currently provided through a contractual agreement with Waste Management Northwest, Inc. Currently, solid waste is taken to transfer stations operated by Snohomish County and then taken to a landfill in Klickitat County.

In 1990 the City signed an interlocal agreement with Snohomish County adopting the Snohomish County Comprehensive Solid Waste Management Plan. This plan was prepared to implement state law directed at the management and handling of solid waste and solid waste facilities. It is a 20-year plan; however, a review and update are required every 5 years. The plan places priority on reduction and recycling of the waste stream.

The curbside collection of recyclable materials and yard waste began in the City in August of 1990. At this time, curbside recycling is available to all residents and businesses in the City.

## **Snohomish County Emergency Radio System**

The City of Mill Creek is party to an interlocal agreement established in 1999 with Snohomish County Emergency Radio Systems (SERS), a public nonprofit corporation. The purpose of SERS is to provide and maintain an 800 megahertz emergency radio system serving cities within Snohomish County. The system was activated in 2001 and replaced the County's VHF system, which used older technology and could not be expanded.

In accordance with RCW 82.46.010, GMA cities with a population over 5,000 are required to identify capital projects funded by the real estate excise tax (REET) in the Capital Facilities Plan Element of their Comprehensive Plans. The City uses REET monies to pay for its participation in SERS.

## **ESSENTIAL PUBLIC FACILITIES**

The Growth Management Act requires local jurisdictions to include within their comprehensive plans a process for identifying and siting essential public facilities, and requires the state and county to maintain a list of proposed essential public facilities. Essential public facilities serve regional as well as local needs and because of their perceived impacts, are often difficult to site. The Comprehensive Plan and development regulations are prohibited from precluding the siting of essential public facilities.

Procedures for siting essential public facilities were approved by Snohomish County Tomorrow in 1995 and used as the basis for Snohomish County's essential public facilities ordinance adopted in 2004. This process includes the following components:

- A definition of essential public facilities;
- An inventory of existing facilities and planned future facilities of the type under consideration for siting;
- Economic and other incentives to host jurisdictions;
- A public involvement strategy;
- Safeguards for the environment and for public health and safety;
- Consideration of alternatives to the facility; and
- Variations on the process to account for special cases such as: 1) facilities with inherent siting limitations (e.g., ports), 2) modifications or expansions of existing facilities on existing sites, and 3) scale differences between "countywide" and "statewide" facilities.

Because of legal challenges, Snohomish County's essential public facilities ordinance is not yet effective. At such time that the ordinance becomes effective, the City will ensure that its siting process is consistent with this ordinance.

## **CAPITAL FACILITIES POLICIES**

The following policies have been formulated to ensure that capital facilities are available to meet existing and anticipated demands. Policies relating to parks and recreation and transportation can be found in the Parks and Open Space and Transportation Elements. Application of the following policies will help to ensure that capital facilities necessary to serve the community will be available.

## **General**

### *Policy 1.01*

The City shall maintain an inventory and monitor the capacity of capital facilities within the City. If it is determined that probable funding will be insufficient to meet the established minimum Level of Service Standards, the City shall reassess the Land Use Element and/or reevaluate the established Level of Service Standards.

### *Policy 1.02*

In reviewing proposals to annex property into the City, the City shall assess the impacts of the annexation to the adopted Level of Service Standards. The City may consider appropriate mitigation measures to offset any identified impacts to the existing Level of Service as a condition of annexation.

### *Policy 1.03*

The seven-year Capital Facility Plan shall be updated in conjunction with the biennial budget and identify specific capital improvement projects and funding sources. The budgeting of capital facilities projects shall be consistent with, and help to achieve the goals and policies as set forth in the Comprehensive Plan.

## **Stormwater Management**

### *Policy 2.01*

The City shall continue to operate a stormwater management program to integrate the private stormwater detention facilities with a unified public system to ensure the long-term maintenance and operation of stormwater facilities. The stormwater management program shall include an educational component whereby City residents are informed of stormwater issues through such methods including:

- Flyers that address various topics such as pet waste management;
- Newspaper articles;
- Educational signage adjacent to streams, wetlands and detention facilities; and
- Community or neighborhood-wide activities such as “stream-friendly” car washes, tree planting or marking storm drains.

### *Policy 2.02*

The City shall inspect all private and City owned stormwater systems within the city limits to ensure that they are functioning properly. The City shall use the current Washington State Department of Ecology’s Stormwater Management Manual for Western Washington as a guideline when inspecting stormwater systems.

### *Policy 2.03*

The City shall clean and maintain City owned stormwater facilities using the current Washington State Department of Ecology’s Stormwater Management Manual for

Western Washington as a guideline. The City shall notify the owners of privately held stormwater facilities of the need to maintain said facilities.

Privately owned stormwater facilities shall be maintained by either the City, the private property owner, property manager or homeowners association in accordance with current City policies and the Surface Water Management Program.

*Policy 2.04*

The City shall require, as a condition of development approval, stormwater management facilities that incorporate treatment components such as settling ponds, biofiltration, oil/water separation and other acceptable techniques, along with specific maintenance and management programs consistent with the current Department of Ecology Stormwater Manual for Western Washington.

*Policy 2.05*

To reduce the volume of urban stormwater runoff and its impacts on local and regional water quality, the City should review the standards for allowable impervious surface coverage. Zoning regulations should not allow excessive coverage by buildings, parking lots and roads. Where urban densities result in increased impervious areas, site design shall consider methods to minimize the impacts of water quantity and quality upon receiving waters.

**City Facilities (City Hall and Library)**

*Policy 3.01*

The City shall monitor the capacity of City Hall and the Library to ensure that public services are maintained at a level that is acceptable to the community.

*Policy 3.02*

The City shall study the feasibility of increasing the capacity of City Hall and the Library. Upon demonstration of need and selection of a desired alternative(s), project costs and sources of funding should be identified and incorporated into the seven-year Capital Facilities Plan.

**Schools**

*Policy 4.01*

The City shall require development proponents to mitigate their proportional impacts on capital facilities and services.

**Public Safety**

*Policy 5.01*

As the City grows, fire and police services should also expand proportionally to the increased population.

*Policy 5.02*

The City shall provide public safety communications through participation in the Snohomish County Emergency Radio System (SERS). Real Estate Excise Tax (REET) monies may be used to fund the City's participation.

**Solid Waste**

*Policy 6.01*

The City should strengthen its recycling and education programs to reduce waste generation.

*Policy 6.02*

The City should become actively involved in the implementation and future revision of the Snohomish County Solid Waste Management Plan in order to participate in the development of policies, recommendations and standards that the City will be required to implement.

*Policy 6.03*

The City should work closely with Snohomish County, the school districts and other interested organizations to increase public awareness about waste reduction, recycling and proper methods for disposal of hazardous and toxic wastes. The intent of this policy is to ensure the City's continued participation in efforts to reduce waste generation and contribute to sound waste management practices.

*Policy 6.04*

City departments should monitor undeveloped areas to ensure that illegal dumping is prevented.

**Essential Public Facilities**

*Policy 7.01*

The City will develop a process for siting essential public facilities that is consistent with the siting process established by Snohomish County Tomorrow.

**CONCLUSION**

The Capital Facilities Plan, which is updated every two years, enables the City to meet the adopted minimum Level of Service Standards for capital facilities listed in this plan Element over the seven-year planning period, and paints a realistic picture of what capital facilities are likely to be provided. The element is consistent with the other elements of the Comprehensive Plan. In addition, it is consistent with the Countywide Planning Policies adopted by Snohomish County. Finally, the Capital Facilities Plan meets the mandate of the Growth Management Act as both capital projects and the revenue sources to pay for the projects have been identified. It is important to recognize that the Capital Facilities Plan Element and the Capital Facilities Plan rely on assumptions of what will occur in the future and will need to be updated biennially to reflect the latest available information and changing capital facility needs.

.Stormwater Facilities Inventory Map

Capital Facilities Map (Schools, Library, Fire Stations, City Hall)