



# COMMUNITY DEVELOPMENT COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING

Monday, March 18, 2024, at 6:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

## COMMITTEE MEMBERS

Chair: Louis Washington

Councilmembers: Jolyon Johnson and Rob Wotton

**Join by Telephone at 6:00 PM:** To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **860 6728 7531** and Password **1730040121** if prompted.

Press \*9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.

Press \*6 to mute and unmute.

**Join by Internet at 6:00 PM:** To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **860 6728 7531**; Enter Password **1730040121**
- 4) Please confirm that your audio works prior to participating.

*This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.*

## CALL TO ORDER & ROLL CALL

## AGENDA APPROVAL

## PUBLIC COMMENTS

## MINUTES

1. Approval of the minutes dated February 20, 2024.

## AGENDA BILLS

2. **AB24-040:** Traffic Impact Fee Program Development

## DISCUSSION ITEMS

## ADJOURNMENT

## UPCOMING ITEMS

*(The following items reference either upcoming projects or issues pertaining to matters of the Community Development Council Committee. There will be no discussion of these items unless there is a change in status.)*



## COMMUNITY DEVELOPMENT COMMITTEE MINUTES REGULAR HYBRID MEETING

February 20, 2024

*This meeting was conducted as a hybrid in-person and remote meeting; the in-person option was in the Council Chambers at Snoqualmie City Hall, and the remote participation option was using teleconferencing technology provided by Zoom.*

**CALL TO ORDER & ROLL CALL:** Chair Johnson called the meeting to order at 6:01 PM

**Committee Members:**

Chair Jo Johnson, Councilmember Louis Washington, and Councilmember Rob Wotton were present.

Mayor Ross and Councilmember Benson were also present.

**City Staff:**

Emily Arteche, Community Development Director; Mike Chambless, City Administrator; Ashley Wragge, Planning Technician; Jimmie Betts, IT Systems Support.

**AGENDA APPROVAL**

The agenda was approved.

**PUBLIC COMMENTS**

No comments.

**MINUTES**

1. Committee approved the minutes for February 5, 2024.

**AGENDA BILLS**

2. AB24-025 Building Code Amendments

A routine building code update. Items of interest include the energy code update that prioritizes electric over fossil fuel for energy efficiency. Committee agreed to forward to council on February 26<sup>th</sup> and March 11<sup>th</sup>.

**DISCUSSION ITEMS**

3. None.

**ADJOURNMENT**

Chair Johnson adjourned the meeting at 6:11 PM

**CITY OF SNOQUALMIE**

*Minutes by Ashley Wragge, Planning Technician*

*Recorded meeting audio is available on the City website after the meeting.*

*Minutes approved at the \_\_\_\_\_ Community Development Meeting.*



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB24-040**  
**March 25, 2024**  
**Committee Report**

Item 2.

## AGENDA BILL INFORMATION

<b>TITLE:</b>	<b>AB24-040:</b> Traffic Impact Fee Program Development	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>PROPOSED ACTION:</b>	Move to approve the development of traffic impact fee program and authorizing Staff to develop a draft amendment to the Snoqualmie Municipal Code, SMC.	

<b>REVIEW:</b>	Department Director	Emily Arteche	3/12/2024
	Finance	n/a	Click or tap to enter a date.
	Legal	David Linehan	3/14/2024
	City Administrator	Mike Chambless	3//2024

<b>DEPARTMENT:</b>	Community Development		
<b>STAFF:</b>	Emily Arteche		
<b>COMMITTEE:</b>	Community Development	<b>COMMITTEE DATE:</b> March 18, 2024	
<b>EXHIBITS:</b>	1. Traffic Impact Fee Program Comparison Sheet		

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUESTED</b>	\$ n/a

## SUMMARY

### INTRODUCTION

Traffic Impact Fee Program to capture a fair and proportionate share of the costs of new transportation facilities needed to serve new growth and development within the City of Snoqualmie.

### LEGISLATIVE HISTORY

None.

### BACKGROUND

Washington State’s Growth Management Act, or GMA, authorizes counties, cities, and towns planning under the GMA to impose impact fees (RCW 82.02.050-.110) to help pay for the following types of public facilities: Public streets and roads; Publicly owned parks, open space, and recreation facilities; School facilities; and Fire protection facilities.

### ANALYSIS

With pending development of the Mill Site and possible development associated with expansion of the City Business Park as well as future smaller-scale infill development projects, Transportation Impact Fees are fair way for developers to pay a proportionate share into the transportation system. Such fees are typically established through a rate study, with a formula based on trip generation rates associated with various types of development, the scale or size of a proposed development, and the anticipated cost of transportation facilities needed to serve new development within the service area.

Snoqualmie never established a comprehensive transportation impact analysis (TIA) and impact mitigation program for the City like many other cities in Western Washington. TIA Guidelines are used to define the expectations of a jurisdiction for how a TIA should be executed such as when a TIA is required, and an articulation of different scope elements based on the size of a proposed development project. The larger the project, the more complex the scope tends to be, thus ensuring that small projects are not burdened with expensive costs to prepare a study, but that large projects have a clearly defined impact area that needs to be analyzed.

Transportation Impact Fees are defined fees required of all developers to pay for “system improvements” to the transportation network, although cities are allowed to exempt or offer reduced rates for certain types of new development that serve broad public purposes such as low-income housing and early learning facilities. Impact fees authorized under the Growth Management Act can be implemented by any jurisdiction as a fair way for developers to pay a proportionate share into the transportation system since they are based on trip generation and scale with the size of development. Traffic Impact Fees may not be used by cities to finance transportation improvements needed to correct existing deficiencies in the system. Impact Fees may only be used to pay for improvements needed to accommodate new growth and development occurring within the city. Accordingly, Snoqualmie would need to conduct a specific “rate study” to establish the fee program that excludes existing deficiencies and external growth from the cost calculations. Other Valley cities have conducted rate studies and have adopted Impact Fees, including the City of North Bend which has the highest Transportation Impact Fee at \$15,210 per PM Peak Hour Vehicle Trip.

Impact Fees may only be spent by cities to pay for the defined list of projects included in the Capital Facilities Element of the Comprehensive Plan. Facilities not included in the CIP may not be financed with Impact Fee dollars and must be excluded from the rate study. Transportation Impact Fees can fund virtually any type of new capacity project (they cannot be used for pure maintenance), including new roads, lanes, shoulders, traffic signals, bike lanes, bike trails, sidewalks, crosswalks, pedestrian refuge islands, etc. Impact Fees must be spent within 10 years of collection, or they must be refunded to the developer with accrued interest.

### **BUDGET IMPACTS**

N/A. Further analysis will be provided in a subsequent agenda bill regarding findings of the rate study and revenue associated with the cost per PM Peak Hour Vehicle Trip. Exhibit 1., Traffic Impact Fee Program Comparison Sheet is provided to you as a reference. In Washington the median 2023 average transportation impact fee rate was \$5,362 per PM peak hour vehicle trip, and the highest was \$15,210 per PM peak hour vehicle trip.

### **NEXT STEPS**

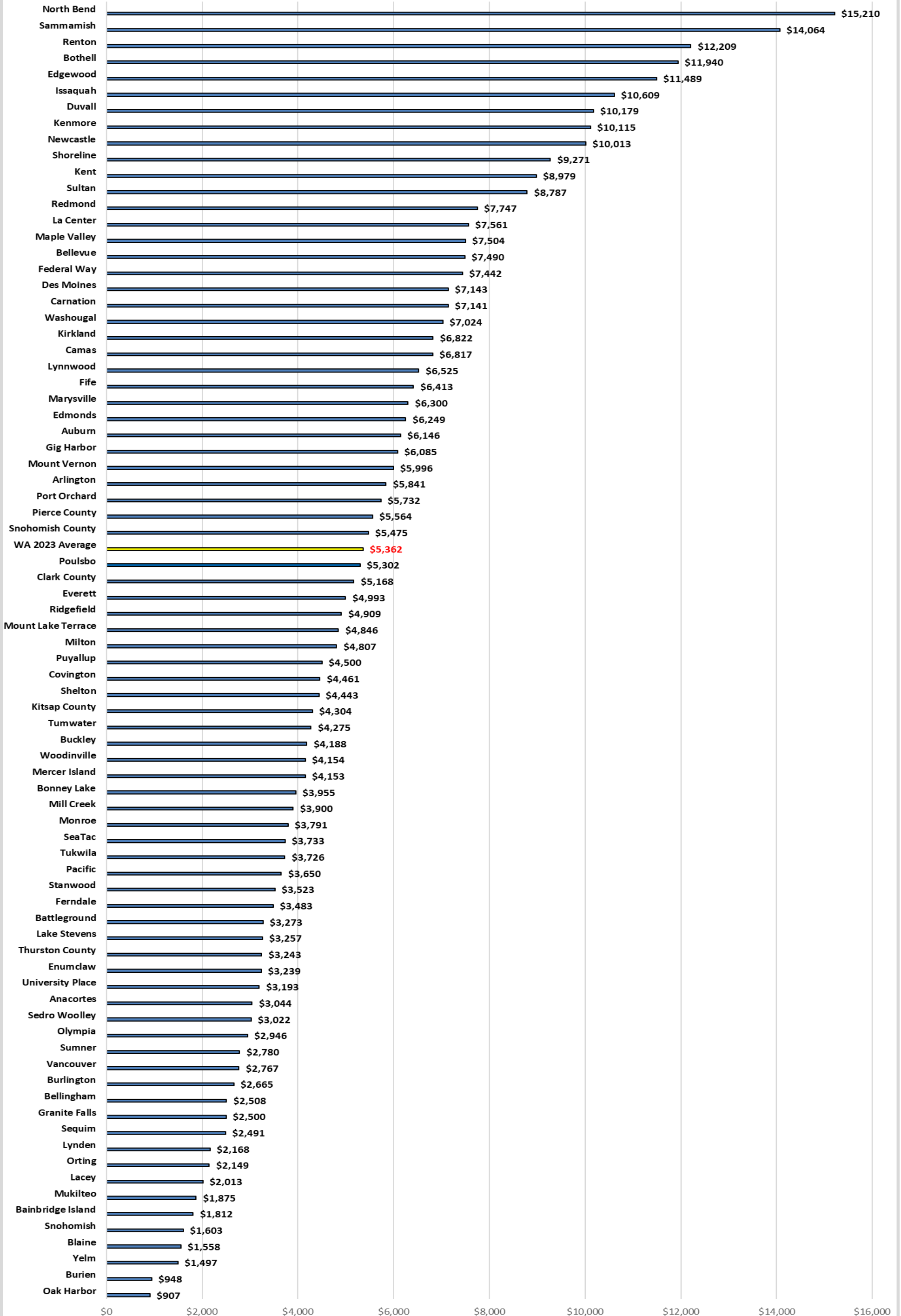
A motion to recommend supporting the development of a transportation impact fee program and authorize Staff to develop a draft amendment to the Snoqualmie Municipal Code, SMC, and identify a consultant to conduct a rate study. A rate study will be brought to the Council for discussion and approval in the future.

### **PROPOSED ACTION**

Move to approve the development of a transportation impact fee program for the City of Snoqualmie, including the identification of a consultant to conduct a rate study and for Staff to prepare draft amendments to the Municipal Code to establish the program.

## 2023 Transportation Impact Fee Comparison: 74 Cities + 5 Counties in Western Washington

Produced by Chris Comeau, FAICP-CTP, Sr. Transportation Planner, [chris.comeau@transpogroup.com](mailto:chris.comeau@transpogroup.com)  
 Data compiled March 2023 from web sites, fee sheets, telephone, and email



Cost Per P.M. Peak Hour (4:00 - 6:00pm) Vehicle or Person Trip

## 2023 Transportation Impact Fee Comparison: 74 Cities + 5 Counties in Western Washington

Data compiled March 2023 from public web sites, fee sheets, telephone calls, and email inquiries by  
Chris Comeau, FAICP-CTP, Sr. Transportation Planner at Transpo Group, Inc. [chris.comeau@transpogroup.com](mailto:chris.comeau@transpogroup.com)

	2022	2023	Urban Center		2022	2023	Urban Center
City	Population	Base Rate	Incentive	City	Population	Base Rate	Incentive
Anacortes <sup>1</sup>	17,880	\$3,044		Milton	8,695	\$4,807	
Arlington	21,260	\$5,841		Monroe	19,700	\$3,791	
Auburn <sup>2</sup>	88,750	\$6,146	Yes: Downtown	Mount Vernon	35,500	\$5,996	Yes: Commercial Uses
Bainbridge Island	25,060	\$1,812		Mount Lake Terrace	22,070	\$4,846	
Battleground <sup>3</sup>	21,780	\$3,273		Mukilteo	21,590	\$1,875	
Bellevue	153,900	\$7,490	Yes: Downtown & TOD	Newcastle	13,560	\$10,013	
Bellingham <sup>4</sup>	93,910	\$2,508	Yes: Urban Villages	North Bend <sup>20</sup>	7,915	\$15,210	
Blaine <sup>5</sup>	6,130	\$1,558		Oak Harbor <sup>21</sup>	24,760	\$907	Yes; CBD
Bonney Lake	22,990	\$3,955		Olympia <sup>22</sup>	56,370	\$2,946	Yes; Downtown & High Density Corridors
Bothell	48,940	\$11,940	Yes: Main Street	Orting	9,055	\$2,149	
Buckley	5,315	\$4,188	May apply for 30% Reduction	Pacific	7,270	\$3,650	
Burien <sup>6</sup>	52,490	\$948		Port Orchard	16,400	\$5,732	
Burlington	9,800	\$2,665		Poulsbo <sup>23</sup>	12,180	\$5,302	
Camas <sup>7</sup>	27,250	\$6,817		Puyallup	43,260	\$4,500	
Carnation	2,160	\$7,141		Redmond <sup>24</sup>	75,270	\$7,747	Y; CBD; OLake
Covington	21,200	\$4,461		Renton	107,500	\$12,209	
Des Moines	33,160	\$7,143		Ridgefield <sup>25</sup>	13,640	\$4,909	
Duvall	8,320	\$10,179		Sammamish <sup>26</sup>	68,150	\$14,064	
Edgewood	13,520	\$11,489		SeaTac	31,910	\$3,733	
Edmonds	42,980	\$6,249		Sedro Woolley <sup>27</sup>	12,590	\$3,022	Yes; CBD
Enumclaw	12,190	\$3,239		Sequim	8,215	\$2,491	Yes; CBD
Everett	113,300	\$4,993	Yes: Parking "A"	Shelton	10,430	\$4,443	
Federal Way <sup>8</sup>	101,800	\$7,442	Yes: City Center	Shoreline	60,320	\$9,271	
Ferndale <sup>9</sup>	15,970	\$3,483	Yes: Downtown	Snohomish	10,200	\$1,603	
Fife <sup>10</sup>	11,130	\$6,413	Yes: Use-based	Stanwood	8,405	\$3,523	
Gig Harbor	12,540	\$6,085		Sultan	6,260	\$8,787	
Granite Falls	4,705	\$2,500		Sumner <sup>28</sup>	10,800	\$2,780	
Issaquah <sup>11</sup>	40,950	\$10,609	Yes: Commercial Uses	Tukwila <sup>29</sup>	22,620	\$3,726	
Kenmore <sup>12</sup>	24,090	\$10,115		Tumwater	23,360	\$4,275	
Kent <sup>13</sup>	137,900	\$8,979	Yes; Downtown	University Place	35,420	\$3,193	
Kirkland <sup>14</sup>	93,570	\$6,822		Vancouver <sup>30</sup>	197,600	\$2,767	
La Center <sup>15</sup>	3,835	\$7,561		Washougal	17,390	\$7,024	
Lacey	58,180	\$2,013		Woodinville <sup>31</sup>	13,450	\$4,154	
Lake Stevens <sup>16</sup>	40,700	\$3,257	Yes; TIF Zone 1	Yelm	10,680	\$1,497	
Lynden <sup>17</sup>	16,150	\$2,168		<b>County</b>	<b>Population</b>	<b>Base Rate</b>	
Lynnwood <sup>18</sup>	38,740	\$6,525	Yes; Citywide	Clark County <sup>32</sup>	520,900	\$5,168	
Maple Valley <sup>19</sup>	28,920	\$7,504		Kitsap County	280,900	\$4,304	
Marysville	72,380	\$6,300	Yes: Commercial Uses	Pierce County <sup>33</sup>	937,400	\$5,564	
Mercer Island	25,780	\$4,153		Snohomish County <sup>34</sup>	847,300	\$5,475	
Mill Creek	21,510	\$3,900		Thurston County <sup>35</sup>	300,500	\$3,243	

**Notes: All data above and below obtained from public web sites, fee sheets, telephone calls, emails, and ITE Trip Generation Manuals. 2023 OFM Population data not released until June.**

1. Anacortes updated TIF system in 2019.
2. Auburn adopted rates 2017; has downtown reduced rate.
3. Battle Ground uses an ADT-based TIF system; SFD = 9.57 trips x \$347
4. Bellingham TIF = Person trips; automatic 22% to 30% Urban Village TIF reduction with voluntary TDM measures up to 50% UV TIF reduction.
5. The City of Blaine future pm peak hour vehicle trip rate is currently being evaluated.
6. Burien limited improvement project costs to keep rates low. TIF was adopted in 2009.
7. Camas uses a 2-zone TIF system; North = \$9,833; South = \$3,800; Average = \$6,817
8. Federal Way charges 3% admin. fee + base rate + 3-yr WSDOT construction cost index. City Center TIF Reduction.
9. Ferndale uses 3-zone TIF system. \$3,540 citywide; \$4,428 for 443-acre "Main Street" Planned Action; \$2,480 downtown Ferndale. Average = \$3,483.
10. Fife uses a VMT-based TIF system adjusted from ITE ADT rates.
11. Issaquah created development incentive in which the first 10,000 SF of commercial TIF paid from other public funding sources (per WA State law).
12. Kenmore TIF rates based on mobility units and person trips.
13. Kent TIF rates are based on person trips; TIF Rate Study (2021) with reductions for downtown Kent.
14. Kirkland TIF rates are based on person trips
15. La Center allows TIF to be deferred to occupancy by requiring lien on property.
16. Lake Stevens uses a 3-zone TIF system; average - \$3,257
17. Lynden TIF citywide is \$2,168, but NW Lynden Pepin Creek subarea TIF is \$17,328 (Highest in WA).
18. Lynnwood has two TIF zones: City Center/Mall \$5,107 and remainder of City \$7,944. Average is \$6,525.
19. Maple Valley fee per 2023 rate schedule
20. North Bend has highest citywide TIF (\$15,210) in WA (See Lynden Pepin Creek) Primarily residential with little to no pass-by/diverted link trips.
21. Oak Harbor uses a dated TIF system; \$907 residential and \$589 non-residential.
22. Olympia allows TIF reduction in downtown and on high-density corridors.
23. Poulsbo uses an ADT-based TIF system; ITE 11th Ed. SFD = 9.4 ADT x \$564 = \$5,301.60
24. Redmond uses "Person Trips/Mobility Units" for Concurrency and TIF; Citywide \$8731; Overlake \$7378; Downtown \$7132; Average = \$7,747.
25. Ridgefield uses an ADT-based TIF system
26. Sammamish has 2nd highest citywide TIF (\$14,064) in WA (See Lynden Pepin Creek). Primarily residential development; no pass-by/diverted link trips.
27. Sedro-Woolley uses a 2-zone TIF system; \$3,022 Non-CBD; \$1,681 in CBD
28. Sumner uses a 3-zone TIF system; District 1 \$1,916; District 2 \$3,054; District 3 \$3,369; Average = \$2,779.66
29. Tukwila = 4-zone TIF system: Z1 = \$4,439; Z2 = \$4,863; Z3 = \$5,345; Z4 = \$2,058; Average = \$3,726
30. Vancouver uses 3-zone ADT-based TIF system; Columbia \$213; Pacific \$379; Cascade \$291; Average = \$294.33 x 9.4 = \$2,767 / SFD
31. Woodinville uses an ADT-based TIF system. 1 SFD = 9.44 x \$440 = \$4,154
32. Clark County has a four zone TIF system based on ADT; Z1 = \$487; Z2 = \$930; Z3 = \$421; Z4 = \$352; Average \$547.50 x 9.44 = \$5240
33. Pierce County uses a 4-zone TIF system based on model-derived VMT; Average TIF for SFD = \$5,564
34. Snohomish County updated its 6-zone TIF system based on ADT in 2020. Average is \$580/trip or \$5,475 per SFD.
35. Thurston County uses a 6-zone TIF system based on ITE PM Peak Trips; Average = \$3435/trip or \$3,243 per SFD