



Skagit County Planning & Permit Center

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Concurrency Information Sheet

Pursuant to Skagit County Code Chapter 14.28

Purpose of Concurrency Requirements

Pursuant to the State Growth Management Act, Skagit County is required to ensure that transportation improvements or Transportation Systems Management strategies are in place at the time a project is first occupied or that a financial commitment is committed to insure completion of the improvements or strategies within 6 years to accommodate the impacts of development. In addition, other public facilities and services must be available to serve the new development at the time of occupancy.

Application of Non-Transportation Concurrency Regulations for Various Areas

Certain public facilities and services also need to be analyzed before the County can issue a project permit for a specific development. In rural areas these services include county roads, public water systems, police and fire services. In the Big Lake Rural Village concurrency for sanitary sewer is required. In Bayview Ridge and Swinomish UGA concurrency applies to county roads, public water systems, sanitary sewer, police and fire services. Within Municipal Urban Growth Areas, city concurrency ordinances apply.

Relationships to the Capital Facilities Plan

A new process will link concurrency planning to appropriate budgeting in the annual development of the Capital Facilities Plan. The first step, is a new development permit system whereby individual development projects are examined for concurrency and development permits are issued only after it is demonstrated that the levels of service will not be degraded below the adopted level of service standards for these facilities and services. Certificates of Capacity will be issued for projects that are deemed concurrent. Information from these certificates will be used to develop an annual concurrency report on the status of the level of service for services and facilities. By identifying level of service needs, the County can incorporate new information into the annual budgeting process and Capital Facilities Plan which outlines projected services, projects and their estimated costs

Application Process

All development shall undergo project concurrency review unless specifically exempted. Applications for project concurrency review shall be submitted on forms provided by the Planning and Permit Center. Project concurrency review shall be performed for the specific property, uses, densities and intensities based on the information provided by the applicant. The applicant shall specify densities and intensities that are consistent with the uses allowed or to be vested for the property.

Exempt Development Permits

The following development permits are exempt from Project Currency Review:

- Boundary Line Adjustment.

- Final Land Use Division (if a concurrency test was conducted for the corresponding Preliminary Land Use Division Permit).
- Rezone (but not including a contract rezone which establishes a specific timeline for constructing the specific use and a deadline for such construction after which the contract rezone expires).
- Shoreline Substantial Development Variance.
- Street Vacation.
- Temporary Use Permit.
- Variance.
- Exempt Types or Levels of Development. Permits for the following types or levels of development are exempt from Project Concurrency Review:
 - Single-family homes.
 - Duplex.
 - Accessory Dwelling Unit.
 - Any addition to, renovation or replacement of a structure with no change in use and no more than one additional dwelling unit added, such as re-roofing.
 - Any accessory structure with no change in use and no more than one additional dwelling unit added.
 - Interior completion of a structure for a use with the same or less intensity as the existing use or a previously approved use.
 - Temporary construction trailers.
 - Driveway, resurfacing or parking lot paving.
 - Demolition.
 - Any other permit or approval that the Administrative Official determines has no impact on a concurrency facility or service.
 - Exemption from obtaining Concurrency Determination for Roads. Any development generating a total of 4 or less peak-hour trips from the total project shall be exempt from obtaining a Concurrency Determination for Roads, but shall not be exempt from obtaining a Concurrency Determination for Non-Transportation Facilities and Services and shall also not be exempt from providing appropriate transportation improvements or mitigation for traffic impacts in the immediate vicinity of the project as may be required by SCC 14.16, 14.18, or 14.36.

Reservation of Capacity and Issuance of Certificates of Capacity

Upon receipt of a complete application for a development permit, there shall be a tentative reservation of traffic impacts on County roads and a tentative reservation of capacity for Non-Transportation Concurrency Facilities and Services that will serve that development in order to account for the potential future traffic impacts and future use of capacity by that development. That tentative reservation shall convert to a final reservation of traffic impacts/capacity upon issuance of a Certificate of Capacity or shall become void in the event that project permits for the development are not issued.

Concurrency Determination Process

The planning staff shall route development project files for review to the appropriate service and facility providers.

The Concurrency Facility and Services Providers shall notify the applicant and the Planning and Permit Center of the results of the Concurrency Determination within 30 days of the decision. If additional information is needed to determine concurrency, such additional information may be requested by the concurrency facility and service provider, but such request shall not make the original application to be deemed incomplete.

The decision maker for the project permit(s) shall make a Final Concurrency Decision as part of the development permit decision(s) based on the Concurrency Determination and all relevant evidence presented in the public record on the project permit. The development permit may be conditioned as necessary to ensure that an improvement relied upon to demonstrate concurrency will be completed or a Transportation Systems Management strategy will be implemented in the required time frame. The Final Concurrency Decision shall be a part of the permit decision which is appealable pursuant to SCC 14.06.

If the decision maker concludes that there is no concurrency and the project permit cannot be conditioned to accomplish concurrency, the project permits shall be denied.

If the decision maker concludes that there is concurrency and issues project permits, the Planning and Permit Center shall issue a Certificate of Capacity to the applicant with a copy sent to each Concurrency Facility and Service Provider. The Certificate of Capacity shall be used to maintain an accounting of traffic impacts on County Roads and capacity for Non-Transportation Concurrency Facilities and Services that has been reserved.

If the development permit for a project is withdrawn, expires or is otherwise cancelled, the Certificate of Capacity for that development shall automatically be voided. The Planning and Permit Center shall send notice of all voided Certificates of Capacity to each Concurrency Facility and Service Provider.

For Concurrency requirements in the Bayview Ridge UGA, Please contact the Planning and Permit Center