



Planning & Development Services

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Memorandum

To: The Skagit County Board of County Commissioners
From: Peter Gill, Long Range Planning Manager
Date: December 13, 2021
Re: Deliberations and Potential Adoption of the Proposed Updates to the 2022 - 2027 Capital Facilities Plan and Transportation Improvement Program

SUMMARY

Planning and Development Services (PDS) is providing this memo in advance of the December 13, 2021 Board of County Commissioners (BOCC) meeting. The purpose of this memo is to provide a synopsis of the 2022 - 2027 Capital Facilities Plan (CFP). The following sections describe the regulatory background of the proposal; a summary public comments and transmittal of the Planning Commission's Recorded Motion; and the Department's analysis with requested action from the BoCC. The Ordinance and final copy of the updated CFP for potential adoption by the BOCC are attached hereto.

Background

Goal 12 of the Washington State Growth Management Act (GMA) provides that the County must "ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards." That goal is implemented in Skagit County planning documents in a variety of ways, including Skagit County Code Chapter 14.28, Concurrency, and through this update of the Capital Facilities Plan.

The CFP document has two main parts: (1) county-owned or operated capital facilities, and (2) special purpose district capital facilities.

County-owned or operated capital facilities. The County's plan combines both an inventory of the County's existing capital facilities and the required financing plan for fulfilling unmet needs. The County's transportation financing plan is a separate document called the Transportation Improvement Program (TIP), which is incorporated into the CFP by reference.

Special purpose district capital facilities. The second half of the proposal includes the aggregated information from the various special purpose districts throughout the County that provide services

necessary for development (fire, water, sewer, etc.). The County does not have authority to manage or approve those inventories or plans, but the GMA requires that the County, in its role as a regional government, to both acquire and present that information for use by the various special purpose districts in coordinating their own planning.

Proposal

Plan Updates

The proposal amends the Comprehensive Plan to update both the required capital facilities inventory and the six-year financing plan. The capital facilities planning policies in Comprehensive Plan Chapter 10 remain the same. A track-changes version of the new plan is attached (**Exhibit B**) and made available to the public on the webpage (www.skagitcounty.net/cfp) for comparison to last year's plan. The changes are largely updates to the projects and values contained in last year's plan. The Anacortes-Guemes Island ferry replacement project and funding sources are included in this plan, and elaborated on within the proposed Transportation Improvement Program. Staff updated school district enrollment numbers, according to data from the Office of Superintendent of Public Instruction for the 2020-2021 school year, and incorporated the Sedro-Woolley School District 2021 capital facilities plan. The remainder of the updates are focused on removing projects that have been completed and updating future projects to better reflect anticipated costs, funding sources, and timing. Inclusion of a capital facilities project in the CFP (or the TIP) does not authorize the project to be constructed.

Summary of Planning Commission's Recorded Motion

The Planning Commission deliberated on the proposed CFP updates on November 23, 2021, subsequent to the public hearing November 9, 2021. There were no public comments provided on the Capital Facilities Plan. The Transportation Improvement Program (TIP) had its own public hearing and comment period with the Board of County Commissioners. **Exhibit A** is the Recorded Motion from the Planning Commission recommending that the BoCC adopt the proposed amendments. The motion carried 8-0-0 (one seat being vacant). This document serves as formal transmittal of the Planning Commission recommendation within two weeks of signature¹.

The previous staff reports, citizen comments, public noticing documents, and other supporting materials concerning this Planning Docket are available at the following project webpage:

<https://www.skagitcounty.net/Departments/PlanningAndPermit/CFPmain.htm>.

Department RECOMMENDATION:

The Planning Commission passed a Recorded Motion on November 23, 2021, recommending that the Board of County Commissioners (BOCC) approve the proposed updates to the 2022 – 2027 Capital Facilities Plan and Transportation Improvement Program. The Department, in concurrence with the Planning Commission, recommends adoption of the 2022 – 2027 Capital Facilities Plan.

¹ 14.08.080(8) Review by Planning Commission.

Requested Board Action

The Department will present the draft Capital Facilities Plan to the Board of Commissioners with the 2022 budget. The BoCC is authorized by SCC 14.08.090 to take the following actions concerning the proposed CFP update:

1. Adopt the proposed updates.
 2. Adopt the proposed updates with modifications. Per SCC 14.08.090(2)(b)(i-v), substantial changes to any of the proposals shall require an additional opportunity for public review prior to final action.
 3. Decline to adopt any of the proposed updates.
 4. Defer action on any of the proposed updates.
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ATTACHMENTS:

1. An Ordinance Adopting the 2022-2027 Capital Facilities Plan
 - Exhibit A. Skagit County Capital Facilities Plan 2022 to 2027 annual amendments
 - Exhibit B. Planning Commission Recorded Motion, signed November 29, 2021