



Skagit County Facilities Management
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Staff Report

From: Dan Fitting, Facilities & Sustainability Coordinator

Re: Capital Facilities Plan 2015-2020

Date: September 4, 2014

Background

Goal 12 of the Washington State Growth Management Act (GMA) provides that the County must “[e]nsure 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 proposal, an update of the Capital Facilities Plan.

The introductory chapter of the proposal itself provides significant background information on precisely what GMA requires of the County for capital facilities planning and how it is implemented in our Comprehensive Plan.

Summary

The proposal updates the Capital Facilities Plan (CFP), which the County typically updates every year. Older versions of the plan are available on the proposal website. The CFP has two parts:

County-owned or operated capital facilities. The County’s plan combines both an inventory of the County’s existing capital facilities and the required six-year financing plan for fulfilling unmet needs. The County’s transportation inventory is included in the County’s 2003 Transportation Systems Plan, which is incorporated into the CFP by reference and will be updated for the 2016 Comprehensive Plan Update. The County’s transportation financing plan is a separate document called the Transportation Improvement Program (TIP), which is incorporated into the CFP by reference. Last year’s CFP incorporated the older, already-adopted version of the TIP. This year, the new TIP for 2015 is ready and will be presented to the Planning Commission for review along with the CFP.

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 GMA requires that the County in its role as a regional government, acquire, aggregate, and present that information for use by the various special purpose districts in coordinating their own planning.

Last year, County administration designated the Facilities Management department as the lead on this proposal in order to improve the document as an effective planning tool for the County’s capital facilities. The document was significantly reworked last year to make it more functional for readers, including

county staff for increased use in other processes. The document is formatted to be read on a computer monitor or tablet, and includes active links to outside material in its text. It also includes maps so that readers can easily identify where the special purpose districts are located and the extent of their jurisdictions.

This year, we've maintained the same format that was introduced last year, with a few adjustments to improve information presentation in response to last year's Planning Commission feedback. We've also added the CFP data from the Bayview Ridge Subarea Plan into the CFP itself, so that updates to that data only requires updating the CFP not the Subarea Plan.

Analysis

Capital facilities planning—and all land use planning—is a work in progress. This year's proposal is a significant expansion of earlier updates and includes the results of the County's Facility Needs Analysis, which assesses space-planning needs. The analysis indicates no need for an increase in the total amount of office space, but recommends reconfiguration and department moves to maximize efficiency and provide better public service.

Despite its growing residential population, Skagit County does not have a significant need for new capital facilities other than the new County Jail. Thanks to a recent remodel at 1800 Continental Place and acquisition of the Ada Beane and College Way buildings, and the projected remodel of the WorkSource building, Skagit County has sufficient office space to serve its current and expected employee counts.

Recommendation

Facilities Management recommends that the Planning Commission issue a recommendation to adopt this updated Capital Facilities Plan and the Transportation Improvement Program, and that the Board of County Commissioners adopt the plan and program.

Consistency

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. This year's updated document helps continue the County's compliance with the Growth Management Act for capital facilities planning.

Process

Public Notices

Skagit County issued the following notices:

- 60-day notice to the Department of Commerce (September 4, 2014)
- Notice of Availability via the PDS email mailing list (September 4, 2014)
- Published legal notice in the Skagit Valley Herald (September 4, 2014)
- SEPA notice distributed to all local agencies described in the plan (September 4, 2014)

SEPA Threshold Determination

The Skagit County SEPA Responsible Official has issued a Determination of Nonsignificance for this nonproject action.

How to Comment and More Information

For more information, including comment deadlines and public hearing dates, please see the Notice of Availability on the project webpage at www.skagitcounty.net/cfp.