Element 7

CAPITAL FACILITIES
I. Introduction

The City of Fife adopted its current Comprehensive Plan on May 28, 1996 and has updated annually. This Plan contains elements (sections) on land use, housing, transportation, utilities, and capital facilities.

Section 36.70A.070 of the Revised Code of Washington (RCW) sets forth the requirements of the capital facilities element:

a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;

b) A forecast of the future needs for such capital facilities;

c) The proposed locations and capacities of expanded or new capital facilities;

d) At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and

e) A requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities element.

Title 36.70A of the RCW does not define capital facilities. However, it defines “public facilities” to include streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks and recreation facilities, and schools. It defines “public services” to include fire protection and suppression, law enforcement, public health, education, recreation, environmental protection, and other government services. Capital projects could include acquisition of land for public purposes, construction of new facilities such as a school, water line, or street intersection improvement, rehabilitation or major repair of an existing facility, or any planning, feasibility, engineering, or design studies related to a designated capital improvement program or project.

The Plan’s Capital Facilities Element (CFE) has served as a basis for delineating planned capital projects through its six year schedule of needed major capital expenditures to purchase, construct, replace, repair, rehabilitate, or study projects for public facilities. The CFE includes an inventory of the condition and adequacy of existing public facilities, recommends proposed improvements, and establishes an implementation schedule. The eight categories analyzed in this element are water, sewer, stormwater, transportation, fire protection, schools, community facilities, and essential public capital facilities.

The Capital Facilities Element provides a coordinated six year plan for achievable capital improvements throughout the community’s Urban Growth Area from 2018 through 2023. The Six Year Capital Facilities Plan (CFP) of the Capital Facilities Element is updated annually to roll over another year in the City’s capital facilities planning. It also sets level of service standards for major public facilities within the framework of coordinated land use planning.
The Capital Facilities Element relies on other plan documents and studies. The Capital Facilities Plan Element does not duplicate all the technical data, inventories, and findings contained in these other plans and studies. It serves, rather, as a summary and coordinating document that provides an integrated six-year capital improvement program based primarily on the findings of those plans.

Other Comprehensive Plan and studies adopted herein by reference include:

- City of Fife Sewer System Plan (1998)
- Sewer System Plan Amendment – 2014 to address the inclusion of part of the City of Edgewood into the City’s sanitary sewer service area amended Dec 2015 (Ord. 1919)
- City Transportation Plan (December 10, 2002) and updated draft Transportation Plan amended Dec 2015 (Ord. 1919)
- Facilities Study and Needs Assessment (July 2009)
- Transportation Improvement Plan 2018-2023 amended Dec 2017 (Ord. 1969)
- Comprehensive Parks, Recreation and Open Space Plan (2014 – adopted 2015)
- City of Tacoma Fire Protection Master Plan (2003 update)

This Element looks at all public facilities owned and operated by the City of Fife to carry out its functions and to provide service to its citizens within the eight categories included in the Capital Facilities Element. Police, parks, recreation and open space, and municipal facilities are included under Community Facilities. The Capital Facilities Plan Element includes all lands within the Fife Urban Growth Area (UGA). It also discusses facilities and services owned, operated, and provided by other agencies within the UGA: the City of Tacoma, the City of Milton, Pierce County, Pierce Transit, and the Washington State Department of Transportation (WSDOT). Finally, it sets forth policies regarding the siting of essential public capital facilities within the Fife UGA.

II. Purposes and City Use of the Capital Facilities Plan Element

The Capital Facilities Plan Element will be used by the City to:

1. Integrate the construction, operation, and maintenance of capital facilities with the City's annual budget.
2. Provide capital facilities for land development that is envisioned or authorized by the Land Use Element of the Comprehensive Plan.
3. Coordinate and provide consistency among City and other agency plans developed to identify capital improvement needs.
4. Ensure the timely provision of adequate facilities as required by the Washington Growth Management Act.
5. Acquire improved ratings on bond issues for capital facilities.
RCW 36.70A.120 requires the City to “make capital budget decisions in conformity with its comprehensive plan”. The Capital Facilities Plan Element provides the City with a means for planning and implementing priority public facilities projects and services for the next six years. It integrates long range comprehensive planning with capital improvements and annual budgeting. Through the development and adoption of this Element, the City assures itself of having the necessary facilities and services prior to or at the same time as new development. It assists the City in programming, budgeting, project tracking, and meeting concurrency requirements.

1. Programming – The City schedules needed capital projects through a workable implementation program, based on the goals, objectives, and policies of the Comprehensive Plan.

2. Budgeting – Preparation of the Capital Facilities Plan Element under the GMA requires the inclusion of a financial plan that identifies funding sources for all proposed capital projects during the Element’s six year period. The City must be able to integrate its capital budget with its operating budget, and must maintain an achievable Capital Facilities Plan to be eligible and competitive for grants and loans.

3. Project tracking – The Element provides the City with a means of monitoring the progress of the listed projects. As a long range policy document, it provides the community decision makers and staff with a guide for implementation and plan consistency.

4. Concurrency and Level of Service Standards – Based upon the GMA, the City requires that public facilities and services necessary to support new development and needed to maintain minimum local level of service standards must be available concurrent with development. It defines “concurrent with development” as “improvements or strategies that are in place at the time of development, or that show financial commitment is in place to complete the improvement or strategies within six years”. Concurrency looks at the demand for and the capacity of capital facilities and is a key to coordinated land use and capital facilities planning. This requires development approval to be coordinated with the capital improvement projects listed in this Element.

III. Community Goals

As part of its comprehensive planning process, the community of Fife has developed the following Vision Statement:

*Fife will be a city where there is balance between residential, commercial, and industrial growth and a city with a wholesome, restful, neighborhood-like atmosphere.*

The Introduction section of the Fife Comprehensive Plan lists eight “Framework Policies” for the Plan. These are:
1. Provide a means for the City to reach its desired future.
2. Manage growth in a logical, sustainable manner.
3. Provide for citizen involvement.
4. Conduct coordinated planning.
5. Control urban sprawl through the destination of an urban growth area, use of concurrency requirements, and other methods.
6. Provide for the conservation of natural resource lands.
7. Protect sensitive environmental areas.
8. Provide for the coordinated sustainable economic health of the community.

The Capital Facilities Element of the Plan can play a key role in promoting the type of environment described in the Vision Statement and in implementing the Plan’s Framework Policies.

The primary goal of the Capital Facilities Element is:

\textit{To provide for the facilities and services required to support the quality of life and the growth and development concepts of the Plan’s Land Use Element.}

Objectives to achieve this goal include:

1. Develop a timetable for development of a full range of community facilities and services in an efficient manner to meet current and future needs.
2. Provide the community with a guide for the timely construction of proposed capital facility improvements to effectively accommodate new development that the City envisions in its Comprehensive Plan.
3. Provide the citizens of Fife with safe and well-maintained public facilities in logical and convenient locations to facilitate the delivery of services to meet the needs of all areas of the community.
4. Utilize available revenue sources for funding capital facilities, especially sources that require a Capital Facilities Plan in order to be eligible for grants or loans.
5. Meet concurrency requirements that sufficient public facility capacity be available as development takes place so that the level of service is maintained at the standards adopted by the City.

\textbf{IV. Concurrency}

Concurrency is a growth management concept that assures consistency between development and availability of municipal facilities and services such as water, sewer, transportation, parks, and schools. Section 36.70A.020 of the RCW sets forth as a planning goal:
**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.**

To meet this goal, the City has developed a Concurrency Management System (CMS). This system sets forth the City’s concurrency policies and is used to insure that development permits, approvals, and other land use decisions will not result in the reduction of the level of service below the standards set out in the Comprehensive Plan. The CMS is set forth as an Appendix to this Capital Facilities Plan Element.

If a proposed development would lower any facility’s level of service below any adopted standard, the City could only approve the project if the level of service is restored. The developer and the City have several options in this regard. They include:

1. **Developer Provided Improvements** – The project owner or developer may provide the necessary improvements to maintain level of service standards. In such cases, the project application must include appropriate plans for improvements, documentation that such improvements are designed to provide the capacity necessary to achieve or maintain level of service standards, and recordable instruments guaranteeing the construction of such facilities.

2. **Impact Fees** – Impact fees are assessments levied against the developer to pay for developer-generated impacts on public facilities and services. State law permits impact fees to be levied for roads, parks and recreation facilities, municipal fire services, and schools.

3. **Local Improvement Districts (LID’s)** – Local improvement districts can be created to assess benefiting property owners for their fair share of the costs for needed public improvements. LID’s are often used to pay for road, sewer, water, and stormwater projects.

4. **Project Alteration** – The proposed project may be changed so that its impact on capital facilities can be met by available capacity.

5. **Postponement of Development** – The proposed project may be postponed to a specific year or until the City can provide the necessary additional public facilities or services capacity.

6. **Land Use Amendment** – If the City determines that it can no longer afford to maintain certain level of service standards, it can revise the Land Use Element of the Comprehensive Plan and amend the City’s standards accordingly.

7. **Project Denial** – If the proposed project results in lowering any level of service standard and no reasonable means can be found to increase the capacity of public facilities (including developer-provided improvements), the City may deny the project application.

### Section V. Level of Service Standards

The Growth Management Act requires the establishment of level of service (LOS) standards for those capital facilities for which such standards can be quantified. The individual studies and plans listed in Section I of this element establish some of the City’s LOS standards.
However, some of those are engineering standards and not included in this Capital Facilities Plan Element. Other standards have not been established or should be updated.

Level of service standards should:

- Assure that the City’s most important service needs are met, but not be so restrictive that they discourage growth.
- Assure appropriate quality of facilities and services as well as quantity.
- Be realistic and capable of being maintained.
- Be appropriate for the City, based on its characteristics, needs, and priorities.
- Be flexible.
- Inspire excellence rather than perpetuate minimal acceptable standards.
- Promote efficient, effective service delivery.
- Encourage ongoing monitoring and maintenance of standards once achieved.
- Lead to correction of deficiencies within developed areas as well as assuring that facilities are provided in newly developed areas.
- Be understandable and valid, measuring what is intended to be measured.

The City should not adopt more standards that it can manage or maintain. Based on the above criteria, the following levels of service standards are hereby established for capital planning purposes.

**Water**

*Source capacity and reliability* – The total source capacity in millions of gallons per day (mgd) should equal or exceed the design maximum demand rate plus the rate necessary to replace within 24 hours the amount of stored water for fire protection.

*Water quality* – In compliance with Sections 246-290 of the Washington Administrative Code (WAC).

*Minimum water pressure* – 30 pounds per square inch (psi) during peak hour demand, in accordance with WAC.

*Residential use equivalent* – 230 gallons per day.

*Flow rate* – 1,000 gallons per minute (pm) fire flow for residential areas.

  1,500 gpm fire flow for commercial/industrial areas.

**Sewer**

*Residential flow standard* – 230 gallons per day.

**Stormwater**

*Minimum flow capacity* – a 25 year storm.
Transportation
Highway capacity Manual (HCM) Level of Service – D. (For transportation, the level of service is the traffic facility’s ability to carry traffic load within a transportation corridor, such as streets and intersections. The various levels comprise levels A, B, C, D, or E, with C comprising “average delays.” Level of service “D” borders on a range on which small increases in flow may cause substantial increases in approach delay and, hence, decreases in arterial speed. Average travel speeds are about 40 percent of free flow speed.)

Pavement condition rating (Pavement Serviceability Rating or PSR) – 4 (Good-Gives a first-class ride and exhibit few, if any, visible signs of surface deterioration. Flexible pavements may be beginning to show evidence of rutting and fine random cracks. Rigid pavements may be beginning to show evidence of slight surface deterioration, such as minor cracks and spalling.) Rating established by the American Association of State Highway Transportation Officials (AASHTO).

Road coverage in storm event – A 10 foot lane on all arterial and collector streets free of standing water during 100 year storm.

Fire Protection
Per City of Tacoma Standards

Police/Courts

Maximum emergency response time – 5 minutes

Parks/Recreation/Open Space

Community & Neighborhood Parks: 8.5 acres/1,000 population.
Greenways: No numeric Level of Service.
Specialized Recreation Facilities: No numeric Level of Service.

Schools

The Puyallup School District has adopted the following level of service standards:

- Elementary schools (K-6) – 24/students/classroom (Ord. 1969 2017)
- Junior highs (7-9) – 30/students/classroom (Ord. 1949 2016)
- Senior highs (10-12) – 30/students/classroom (Ord. 1949 2016)

The Fife School District has adopted the following level of service standard:
• **Maximum number of students per class** – 18-25 (Ord. 1969 2017)
• **K-12 average square feet per student** 130.13 (Ord. 1969 2017)

## VI. Funding and Financing Capital Improvements

RCW Section 36.70A.070 requires that the Capital Facilities Element of the Comprehensive Plan include “at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes”. Fife’s six-year plan includes specific capital improvement projects, timing for implementation, and sources of funding. A limitation on funding resources requires setting priorities for necessary facilities. In recent years, as federal and state assistance has diminished, Fife has financed the majority of its public improvements with local dollars, particularly in its water system. This has required the City to develop alternatives for capital improvements in case of inadequate funding. One or more of the following actions may be necessary should shortfalls occur:

1. Increase City revenues.
2. Decrease level of service standards.
3. Decrease facility costs.
4. Decrease demand for public services and facilities.

The following is a list of most of the available major funding sources that can be used for capital improvements and the type of capital facilities that may be eligible for such funding or for which the revenue is normally used. The list does not include normal City operating revenues, such as its general mill levy, nor funds for which the City of Fife is not eligible.

### Grants

1. **Community Development Block Grants** – Funds local housing, public and community facilities, economic development, and planning projects that principally benefit low income households. (Water, sewer, stormwater, transportation, parks)

2. **Community Development Revitalization Board** – Provides grants to help finance public infrastructure required by business and industry. Supports industrial development, job retention, and creation. (Water, sewer, stormwater, transportation)


4. **Washington State Department of Commerce** – Offers grants for growth management updates. (Water, sewer, stormwater, transportation)
5. **Casino Impact Fees (2%)** – The City is eligible for grants from the Puyallup Tribe for mitigating impacts of the Emerald Queen Casino. (Any facility if impact is shown)

### Loans

1. **Public Works Trust Fund** – Provides low interest loans to local governments for repairing and replacing deteriorating infrastructure (Water, sewer, stormwater, transportation).

2. **Community Development Revitalization Board** – Provides low interest loans to help finance public infrastructure required by business and industry. Supports industrial development, job retention, and creation. General Obligation bonds can be used to pay back these loans (Water, sewer, stormwater and transportation).

### General Obligation bonds

1. **Unlimited** – These bonds can be sold if approved by 60% of the voters in a bond election. They are backed by the full faith and credit of the City and can only be used for capital purposes. Property tax increases are used to pay off the bonds. (Water, sewer, stormwater, transportation, fire protection, police, parks, schools)

2. **Councilmanic Bonds (Limited Tax General Obligation Bonds)** - These may be issued by a vote of the City Council. They are backed by General Fund revenues, and may be used for any city purpose, not just capital expenditures. In Fife, Councilmanic bonds could raise as much as $6.5 million (Water, sewer, stormwater, transportation, fire protection, police, parks, schools).

### Revenue Bonds

– This is the most common source for funding major construction improvements. The City issues these bonds and repays the principal and interest of the bonds from water sales and sewer service to its customers. Interest on such bonds is generally higher than general obligation bonds. (Water, sewer)

### Local Improvement Districts

– These districts allow for special assessment on those properties that directly benefit from the improvement. When a capital project is going to provide a benefit that primarily or wholly benefits a portion of the City, a local improvement district (LID) can be formed as part of the project. (Water, sewer, stormwater, transportation, parks)

### Impact Fees

– These are charges against new developing property that attempt to recover the cost incurred by the City in providing the public facilities required to serve the new development. They are specifically authorized by state law only for: (1) public streets and roads; (2) publicly owned parks, open space, and recreation facilities; (3) school facilities; and (4) fire protection facilities in jurisdictions that are not part of a fire district. (Transportation, parks, schools)

### Mitigation Fees

– The State Environmental Policy Act (SEPA) grants the City wide-ranging authority to impose conditions relating to a project’s environmental impacts. In order to use SEPA to impose impact fees, the City must establish a proper foundation, rationally related
to impacts identified in threshold determination documents or environmental impact statements. Fees collected under SEPA may not duplicate fees collected under other sources of authority. (Water, sewer, stormwater, transportation)

**User rates** – User rates for existing customers can be adjusted to offset costs related to increasing system capacity or improving the existing level of service. (Water, sewer)

**Connection fees** – The City can amend additional hook up and connection charges to offset the costs of extending services and increasing system capacity. Surcharges are frequently applied to properties adjacent to City services where the owner petitions for the extension of City services outside municipal boundaries. (Water, sewer)

**Public Safety Fund** – The purpose of the Public Safety Fund is to segregate, budget, expend and account for monies derived from the photo red light enforcement program, pursuant to Chapter 10.60 FMC. Expenditures from the public safety fund may only be used for the purpose of paying for the costs of the red light enforcement program, including the City’s administrative costs; provided, however, if there are surplus monies in the fund, then the surplus monies may only be expended for the following purposes:

1. Purchase and installation of school zone signs and lights.
2. Pedestrian overpass/underpass design and construction.
3. Sidewalk design and construction costs.
4. Streetlight acquisition, operation and maintenance.
5. Signalized pedestrian crosswalks.
6. The purchase, design and construction of pedestrian trails that serve to redirect pedestrian traffic off streets with high traffic volumes.
7. The design and construction of similar pedestrian safety oriented improvements.

**Developer Financing** – The City requires the developer to pay for capital facilities required as part of the project. For example, the developer must provide adequate on-site detention and connections to the City stormwater system. (Water, sewer, stormwater, transportation)

**Taxes** (not including those used solely for transportation purposes)

1. *Utility Taxes* – The City of Fife levies a six percent tax on gross earnings from all utilities, including cable television. There is a City of Fife Cable television franchise fee of 5% payable to the utility.
2. *Business and Occupation Tax* – This is one of the four major revenue options given to cities by the Legislature. (The other three are property tax, sales tax, and utility tax). The City of Fife does not levy a business and occupation tax.
3. *Regulatory License Fees* – These include business license fees and professional and occupational licenses.
4. *Real Estate Excise Tax (REET)* – The City currently levies a tax of one quarter of one percent on each sale of real property within its corporate limits. State law would allow the City to levy an additional one quarter of one percent. These funds must be spent “for any capital purpose identified in a capital improvements plan and local capital improvements including streets,
parks, sewer, water mains, swimming pools, and gymnasiums.” (The second one quarter percent of this tax cannot be used for acquisition of land for parks.) The City can also participate in regional capital projects using County REET funds.

5. **Retail Sales and Use Tax** – This tax may be used for any general purpose by the City, including capital improvements.

6. **Gambling Tax** – Funds collected through this tax should be spent first on direct gambling enforcement, then on other police functions (including capital improvements) and, if that does not exhaust the money, on non-police expenditures.

7. **Leasehold Excise Tax** – This is a tax on leased publicly owned property, in lieu of a property tax. The City does not levy this tax.

8. **Hotel-Motel Tax** – This is a special excise tax. Funds may be used solely for tourism promotion and for the acquisition and/or operation of tourism-related facilities.

**Special Taxing Districts** – Examples include by Pierce County Drainage Districts 23 for maintaining and operating Stormwater facilities.

**Stormwater Utility** – The City created a Stormwater utility and assess a tax to fund stormwater capital improvements.

**State Shared Revenues**

1. **Motor Vehicle and Camper Excise Taxes** – These revenues must be used for the purpose of police and fire protection.

2. **Liquor Receipts** – Primarily for policing costs. At least two percent of liquor taxes and profits receipts must be devoted to an approved alcoholism or drug addiction program.

**Funding Sources for Transportation Only**

1. **State Transportation Improvement Board** – Grant funds to local governments for projects that potentially have regional or multi-jurisdictional magnitude.

2. **Surface Transportation Program** – This is a regionally administered federal transportation program.

3. **Statewide Competitive Allocation** – A state administered program using federal funds for transportation projects associated with economic development, public/private partnership, and innovative projects.

4. **Transportation Benefit District** – These are authorized for cities by RCW 35.21.225 to fund the capital improvements of City streets within the district.

5. **Municipal Gas Tax Funds (Motor Vehicle Fuel Excise Tax)** – All municipalities collect funds for street improvements. These funds are generated from the sale of gasoline and disbursed to the cities by the state, primarily based on population. The amount received by Fife is currently insufficient to use for capital purposes.

6. **Liquor Excise Taxes** – These funds are distributed by the state using a formula that is largely based on City population.

7. **Category C Funds** – This source distributes funding for those projects that expand roadway capacity for state facilities, such as SR 99 and SR 167.
8. Miscellaneous Federal Grants – These include Freight Action Strategy grants (FAST), Freight Mobility Strategic Improvement Board grants, and Federal Demonstration grants. The City has recently been successful in receiving funds from these three sources.

This section summarizes and updates the facilities inventories found in the following plans:

- City of Fife Sewer System Plan (1998)
- Sewer System Plan Amendment – 2014 amended 2015 to include part of the City of Edgewood into the City’s sanitary sewer service area)
- City Transportation Plan (December 10, 2002) updated draft Transportation Plan amended Dec 2015 (Ord. 1919)
- Facilities Study and Needs Assessment (July 2009)
- Transportation Improvement Plan 2018-2023 Amended Dec 2017 (Ord. 1969)
- Comprehensive Parks, Recreation and Open Space Plan (2014 – adopted 2015)
- Puyallup School District Capital Facilities Plan 2016 -2021 Amended Dec 2016 (Ord. 1949) and Dec 2017 (Ord. 1969)
- City of Tacoma Fire Protection Master Plan (2003 update)

Forecasts of future needs are also found in those plans. Therefore, in this section, future needs forecasts are limited to Police/Courts and City Hall/Public Works.

**Water**
A description of the existing water system and inventory is provided for in the Utilities Element.

**Capacity**
Currently, water supply to the City of Fife is provided by one well and two wholesale intertie connections to the City of Tacoma’s water system. Although the City has a well, the City contracts with the city of Tacoma from whom the City receives a significant amount of its water supply.

Tacoma serves as a wholesaler of water to the City of Fife. The City of Fife actively coordinates with the city of Tacoma to enable Tacoma to plan appropriately for water demand in Fife.

**System Demand**
The 2009 City Water Plan has Future Water Demand Projections to 2030 and estimates 9,390 ERUS in 2015 (based on an estimated population of 9,147 and employment of 14,522) and 10,480 ERUS’s by 2030 (an increase from 6,849 ERU’s in 2006). The 2030 estimate is
based on a population of 9,585 and employment of 16,846. What these estimates do not include, however, is consideration of reductions due to implementation of conservation measures. The Water Plan estimates that successful implementation of water conservation measures could, by 2025, reduce ERU demand by 10%.

**Future Projects**
The 2016 Water System Plan includes a 6 Year and 20 year CIP. The improvements are generally organized as follows:

- Water main Improvements (Transmission improvements and replacement program);
- Supply improvements;
- Facility improvements;
- Planning and operational improvements;
- Expanding service area to include apportion of the Mt. View Edgewood Water Service Area; and,
- Annual Programs.

The main goal of this WSP update is to identify Fife’s next source of supply alternative necessary to meet projected growth through build-out. The two main options are: (1) new City-owned well source and (2) additional wholesale supplies as follows: (Ord. 1949 2016)

A. **New Source**: The City has an existing well at its Freeman Road (Holt) property. This well has 1,000 gpm of adequate capacity but no water rights. The City has water rights but no wells with capacity at its Well 5 property. The City is pursuing additional water rights but this is a long and uncertain process. USGS is currently conducting a regional aquifer study which must be completed before Ecology will move forward on consideration of Fife’s new water right request. The City currently has a project ready to bid to drill a test well at the Well 5 property. If the test well verify that adequate supply exists at this property the City can drill a large diameter production well and complete the relatively easy transfer of existing water rights to this new well. (Ord. 1949 2016)

B. **Additional Wholesale**: Currently, the City’s obtains 100% of its water from TPU as wholesale supply. The City has reached it contracted allocation in terms of both average day demand and max day demand. Although, wholesale water is relatively easy for the City to manage (i.e., treatment, delivery, and reliability is TPU’s responsibility) it can be expensive and the City has no direct control over commodity costs and treatment (i.e., fluoridation). Mt View - Edgewood Water Company also has wholesale supply but it is only available to the City on a non-permanent bases (20 years). (Ord. 1949 2016)

Government programs (e.g. Public Works Trust Fund, CDBG, Department of Ecology Water Quality Financial Assistance Program), Public Debt and City Revenue Funds and Reserves and General Facilities Charges are the primary sources of funding capital projects.

**Sewer**
The existing sanitary sewer system in Fife is owned and operated by the City of Fife. A description of the existing sewer system facilities and infrastructure is provided in the Utilities Element. Sanitary sewer service is provided to most properties within the City. The City of Fife does not operate a sewer treatment plant. The City contracts with the City of Tacoma for sanitary sewer treatment. Capacity of the treatment plant is addressed by the City of Tacoma in its capital facilities planning. The City of Fife actively coordinates with the City of Tacoma on anticipated demand on the system to ensure adequate treatment capacity is available.

**System Demand**

The City of Fife sanitary sewer system planning estimates that the City’s Sewer Service Area ERU’s are 5,096 in 2015 and are expected to increase to 5,743 ERU’s by 2035. In addition, the inclusion of parts of Edgewood into the City of Fife sewer service area in 2015/2016 would result in an additional 434 ERUS by 2035 for a total of 6,178 ERUs. This will result in an average daily flow of 1,420,826 gallons per minute.

**Future Projects**

In 2014 the City of Fife conducted a rate study for the sewer system. That rate study was based on a ten (10) year Capital Improvement Program (2013-2022) totaling $4.13 million (in 2013 dollars.) The “Erdahl Ditch and Interstate 5” project, to be coordinated with Washington State Department of Transportation improvements on Interstate 5, is estimated to cost approximately $1.21 million. This represents about 28% of the City of Fife’s ten year CIP cost. The six year capital facilities plan included with this element outlines anticipated near term expenditures during the next six-year period. Sanitary sewer rates increases were approved by the City Council in 2016.

The most important issue facing the system include: 1) the rebuilding of Tacoma’s Puyallup River bridge; 2) updating the telemetry and control system; and, 3) expanding sewer into currently unserved neighborhoods as follows: *(Ord. 1949 2016)*

1. **Bridge:** All of the City’s sewer is conveyed to either PS 1 or PS 5 and pumped over the Puyallup River on Tacoma’s bridge for treatment at Tacoma’s Central Wastewater Treatment Plant. During construction the existing bridge and Fife’s two existing force mains will be removed. New force mains must be installed along a new alignment before the bridge project is started. Fife coordinated with Washington State Department of Transportation (WSDOT) on its new I-5 bridge project to allow for the hanging new of mains on the proposed I-5 bridge structure. The inclusion of pipe hangers will allow Fife to hang force main in the future if this is the chosen option. *(Ord. 1949 2016)*

2. **SCADA:** The City’s telemetry and control system is outdated and does not record data nor allow the City to monitor and control the system remotely. The lack of data prevents the City from understand how much capacity is actually remaining in parts of the system and how infiltration and inflow is distributed across the system. Updating the SCADA system will allow the City to more confidently plan for build-out and respond to issues in the system faster. *(Ord. 1949 2016)*
3. **Expanding Sewer into the Benthien Loop and Firwood Neighborhoods:** These two neighborhoods are currently served by septic systems. Extending the sewer system will allow for future higher density developments and address failing drain field concerns. Efforts are currently underway and funding options are being explored. *(Ord. 1949 2016)*

In general, capital funding sources for the sewer utility include: Governmental grant and loan programs, publicly issued debt, and cash resources and revenues.

At the present time, and with approval from the City of Tacoma, sanitary sewer is provided upon request in the city limits if physically possible. The cost of extending the sewer lines is the responsibility of the property owner or developer. Hookup to the sanitary sewer system is required when a sewer line is located within 300 feet of a development.

**Stormwater**

The existing storm drainage system including an inventory of existing facilities is described in the Utilities Element of this Comprehensive Plan.

**Future Facilities**

The 2014 Stormwater Management Plan programs capital improvements for a ten year (2013-2022) period. These future capital improvements are identified and mapped in the Stormwater Management Plan. Total ten year costs in 2013 dollars is $4,334,000. A ten year capital funding strategy is also provided for in the 2014 Stormwater Management Plan.

City Stormwater capital improvements over a six year period are identified in the capital facilities plan within this Element. Projects over a ten year period are identified in the Stormwater Management Plan. In general, City capital projects consider both the severity of the drainage problem and the number of projects that city staff can reasonably manage.

Capital funding sources identified in the 2014 Stormwater Management Plan include the following:

- Government Programs (i.e. Department of Ecology Grants and Loans; Public Works Trust Fund)
- Public Debt (i.e. General Obligation Bonds; Revenue Bonds)
- Cash resources (i.e. Capital Facilities Charges, Utility Funds and Cash Reserves)

**Transportation**

Fife’s transportation network consists of streets, highways, sidewalks, and railroad rights of way. The City has no pedestrian facilities other than sidewalks and no bicycle facilities. The City’s 2002 Transportation Plan has an extensive section on existing conditions of its transportation system. The 2002 Transportation Plan, which plans to 2040, has been updated and is in draft form. Data and information
from the draft Transportation plan update has been incorporated into the Transportation Element of this Comprehensive Plan. The current adopted TIP is the 2018-2023. (Ord. 1969 2017)

**Streets**

All streets are classified according to their intended function. The five classifications Fife uses are access street, collector arterial, minor arterial, and principal arterial as well as green street classifications. Access streets refer to rights of way intended only to provide access to adjacent property. Nearly all access streets in Fife have two lanes with pavements widths ranging from 18 to 28 feet. Collector arterials serve to collect and distribute traffic from higher classification streets to access streets. Collector arterials also have two lane configurations, but with paved widths of 24 to 30 feet. Minor arterials function to distribute traffic from roads with higher classifications to lesser arterials. They typically consist of two to four lanes with 22 to 44 feet of pavement. Principal arterials move large volumes of traffic to and from major traffic generators and destinations, and also serve to collect and distribute traffic from free-ways to local arterials. These streets can range from two to six lanes with pavements widths of 22 to 72 feet. At present, the City has five designated principal arterials: Port of Tacoma Road, 54th Avenue East, 70th Avenue East, Valley Avenue, and Pacific Highway East.

**Transit**

Pierce Transit provides bus service in Fife and the rest of Pierce County. Two routes (Routes 500 and 501) serve the City, connecting Fife with downtown Tacoma and the Federal Way City Center. Both routes go through the City of Milton, although on different streets.

**Fire Protection**

The Tacoma Fire Department provides fire protection service in the City through a consolidated service agreement with Pierce County Fire District 10. Its local Fire and Rescue Station is located at 2015 54th Avenue East, just south of Interstate 5. District 10’s nine square mile service area includes the City of Fife and adjacent unincorporated parts of Pierce County. The station’s maximum response time to emergencies is about four minutes. The local facility normally includes an engine, truck, and advanced life support equipped Medic 1 rescue vehicle and a daily on-duty staff of nine firefighters/emergency medical technicians.

**Police/Courts**

Fife’s Police Department consists of 33 full time commissioned Patrol Officers, 12 Detention Service Officers, ten civilian employees (Clerk, Evidence Technician and Confidential Secretary), and 15 reserve volunteers. The City’s new Criminal Justice Building was occupied on December 16, 1997. The Police Department shares the structure with the Municipal Court. The building contains police offices, a 36-bed jail, emergency operations center, a courtroom, and court offices. The one story building contains 18,682 square feet (sf). The complex also includes an evidence building, courtroom annex, a 576 sf Wellness Building, an 888 sf 3-sided parking structure, and a 200 sf storage container. The current criminal justice campus needs additional space following a continual increase of criminal cases from transient/daytime population in addition to the criminal and civil court cases that will continue to grow with the population. (Ord. 1949 2016)
According to a 2009 Driftmier Architects “Facility Study and Needs Assessment,” the criminal justice center will need to be expanded or replaced in order to continue to house the police department and the courts. Initial analysis shows an immediate need for an addition to be added for the court work area to include among others, space for secure client set-up, an expansion of the police bathroom and locker room facilities, expansion of the kitchen, an expansion of the jail booking area, jail shower facility, sallyport areas and parking expansion. (Ord. 1949 2016)

A three phase approach is envisioned to address the most crucial aspect for the design of the facility to address safety and functionality:

1. Update the 2009 facility study based upon current best practices;
2. Develop schematic architectural plan set; and
3. Identify and secure funding for construction. (Ord. 1949 2016)

City Hall//Parks Maintenance

The one story Fife City Hall was constructed in 1997. It contains 10,466 square feet and houses a council chambers, public customer service center, and administrative offices. The recommended level of service standard is 2,000 square feet per 1,000 population. At the current population of 10,050, there would need to be 18,810 sf to meet this standard. Included on the campus are three-storage facilities totaling 2,852 sf and a 1,440 square foot building which houses Information Technology and other City staff. However, near the end of 2014 the City of Fife purchased property on Freeman Road, commonly referred to as the Holt property. Parks and Recreation maintenance functions, have relocated to the former Holt property. Reuse of the “out” buildings at City Hall currently housing Parks and Recreation maintenance functions has yet to be determined. (Ord. 1949 2016)

Public Works Center

A new Public Works Maintenance building was constructed in 1997. This one story facility houses storage, vehicle repair, and crew area. It includes a mezzanine and a 720 sf add-on structure completed in 2007 for a total of 6,357 sf. The center also includes the 600 square foot old shop building (relocated to the site), a vehicle wash rack and a 2,160 sf pole building.

Parks/Recreation/Open Space

The City of Fife, Fife School District, Pierce County, and other public and private agencies have assembled over 169 acres of land for park, recreation, and open space uses with or adjacent to the Fife Urban Growth Area. These lands include wildlife conservancies, picnic facilities, multipurpose trail corridors, athletic field and playgrounds, community centers, and related park supporting administrative and maintenance facilities.

The City of Fife Comprehensive Parks, Recreation, and Open Space Plan was updated and has a detailed list and description of all existing facilities. These facilities are summarized in the Parks and Recreation Element (Element 6) of this Comprehensive Plan. That Plan indicates the City’s primary deficiencies to be that the present allocation is not balanced between different types of park, recreation, and open land requirements. Level of service standards are also identified in the Element 6.
The City also lacks in sufficient trails. However, according to the Plan, proposed property acquisitions, and some private land easements, should be sufficient to allow for the development of an effective multipurpose trail system providing effective support to regional and local resident interests.

**Schools**

The Fife School District serves a population of over 15,000. It provides public school services for the City of Fife, as well as for almost all of the City of Milton, part of the City of Edgewood, and some unincorporated areas of Pierce and King Counties, including Trout Lake, Jovita, and Fife Heights. The District’s schools are Discovery Primary School, Milton (preschool and Kindergarten through first grade), Hedden Elementary School, Edgewood (grades 2-5), Endeavor Intermediate School, Milton (2-5), Surprise Lake Middle School, Milton (6-7), Columbia Junior High School (8-9) and Fife High School (10-12). Facility enrollment capacities of those schools located within the Fife Urban Growth Area are:

<table>
<thead>
<tr>
<th>School</th>
<th>Enrollment Projections</th>
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<tbody>
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<td>Columbia Middle School</td>
<td>599</td>
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<tr>
<td>Fife High School</td>
<td>810</td>
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(Ord. 1969 2017)

In addition, the District operates a Transportation Center on 20th Avenue East in Fife and an Educational Services Center in a portion of the old Fife Elementary School.

The Puyallup School District boundary, which cuts across southeastern Fife, includes over one fourth of Fife’s land area. The District operates 22 elementary schools (kindergarten through 6th grade), seven junior high schools (7-9), three “comprehensive” high schools (10-12) and one alternative high school. There are no Puyallup School District facilities located within the City of Fife Urban Growth Area of Fife. (Ord. 1949 2016)

The portion of Fife within the Puyallup School district is served by Northwood Elementary School in Edgewood, Edgemont Junior High School in Edgewood, and Puyallup High School. School facilities inventories, forecasts of future needs, and capital improvement and finance plans for these districts are set forth in each of their capital facilities plans which are adopted herein by reference. (Ord. 1949 2016)

**Facilities Needs Study and Assessment**

This Facilities study, prepared by Driftmier Architects, gives the City of Fife a good look into the future municipal needs for its citizens. The study includes a current assessment, a future assessment, and a facilities plan. It also includes build-out assumptions to the year 2040, which assumes that employment in Fife will reach 25,057 jobs and 14,813 people. The City’s municipal services are expected to grow with these numbers as well. This study evaluates each department and reports where growth could occur and where it is needed to occur.
VIII. Siting Essential Capital Facilities

The Washington Growth Management Act requires that local government comprehensive plans include a process for identifying and siting of essential public facilities. Essential public facilities are typically those difficult to site because of their local impacts. They include airports, facilities for state education, state or regional transportation, state or local corrections, solid waste handling, and in-patient hospitals including those for substance abuse, mental health, and group homes.

No local comprehensive plan or development regulation may preclude the siting of essential public facilities. As a result, the City of Fife has developed the following policies to allow for the appropriate siting of essential public capital facilities of a statewide or countywide nature.

Policy 1  The City shall identify essential public facilities based upon the Growth Management Act, the State Office of Financial Management list of essential public facilities required or likely to be built, Pierce County Countywide Planning Policies, and any city lists that may be developed.

Policy 2  Siting proposals shall provide a “justifiable need” for the public facility and proposals shall be reviewed through a public process that allows “host” municipalities a reasonable opportunity to participate in the site selection process. Siting proposals in the Fife Urban Growth Area shall be made in accordance with the following:

A. The state, regional, or local agency shall provide a justifiable need for the public facility and for its location in the Fife Urban Growth Area or adjacent areas based upon forecasted needs and a logical service area;

B. The state, regional, or local agency shall establish a public process by which the residents of the county and host municipalities have a reasonable opportunity to participate in the site selection process.

Policy 3  The City shall identify and map all publicly owned lands and quasi-public uses through the Land Use Element of the Fife Comprehensive Plan.

Policy 4  The City shall promote facility siting consistent with the elements of its Comprehensive Plan and implementation ordinances.

A. Through the zoning ordinance or other implementing ordinances, the City shall prepare siting criteria for essential public facilities that are difficult to site. The criteria shall use the following:
   1) Specific facility requirements;
   2) Impacts of the facility;
   3) Effects of urban growth area designations;
   4) Other standards and criteria as outlined in the Pierce County; Countywide Planning policies and other locally adopted plans and ordinances.
B. The criteria shall allow for a cooperative interjurisdictional approach for the siting of essential public facilities in accordance with Pierce County’s Countywide Planning Policies. Joint planning agreements shall be sought where appropriate. Through joint planning or interlocal agreements, the City shall seek to mitigate disproportionate financial burdens due to the siting of essential public facilities.

C. A public review process shall be established for the siting of essential public facilities.

D. Siting criteria shall provide for amenities or incentive for neighborhoods in which the facilities are located. Compensation for adverse impacts shall be considered.

E. Siting criteria for essential public facilities which are not difficult to site shall provide for site design and buffering techniques to ensure compatibility with surrounding uses and enable the facility to be permitted outright in appropriate zoning classification wherever feasible.

(The section of the page is intentionally left Blank.)
IX. Schedule of Capital Improvements: 2017-2022

An inventory and analysis of all capital facilities has identified those projects required to maintain the City of Fife’s level of service standards. The following table is a schedule for all proposed capital projects to be paid for at least in part by the City. Estimated costs and funding sources are shown. No listing is made here for Fire Protection or Schools. Fire Protection is provided by the City of Tacoma on behalf of Fire District #10, a separate taxing body. While the City of Fife does impose school impact fees on behalf of the Fife School District and the Puyallup School District, those fees are collected and all capital facilities projects are scheduled, managed, and paid for by those Districts.

City of Fife
Capital Expenditures for 2017 & 2018 Budget (CIP Through 2022)

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<td>South Campus Commons</td>
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### Capital Facilities

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<td>Emerg Power Generator PS12</td>
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<td>2017</td>
<td>2018</td>
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<td>8th St E &amp; 54th Ave E Fife Ditch</td>
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## Capital Facilities

### Six Year Transportation Improvement Program
**From 2018 to 2023**

<table>
<thead>
<tr>
<th>Project Description</th>
<th>STIP ID</th>
<th>Hearing</th>
<th>Adopted</th>
<th>Amendment</th>
<th>Resolution No.</th>
<th>Improvement Type</th>
<th>Utility Codes</th>
<th>Total Length</th>
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<th>RW Requirement</th>
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<td>Part of Tacoma Interchange Improvements - Phase 1</td>
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<td>03</td>
<td>03</td>
<td>CE</td>
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This 2 stage project will reconfigure the I-5 / Port of Tacoma Rd interchange into a diamond couplet. Port of Tacoma Rd will become a one-way SE street from 12th St E to 30th St E and 34th Ave E will be reconstructed and extended to a one-way NB street from 20th St E to 12th St E. The I-5 ramps will be reconfigured to complete the diamond couplet. Traffic signals will be installed at all ramp intersections. Additional road improvements will include widening 12th Street E, 20th Street E, and Pacific Hwy E. Stage 1 comprises all work on the North side of I-5. Stage 2 completes all the work on the South side of I-5.

### Funding

<table>
<thead>
<tr>
<th>Status</th>
<th>Phase</th>
<th>Phase Start Year (YYYY)</th>
<th>Federal Fund Code</th>
<th>Federal Funds</th>
<th>State Fund Code</th>
<th>State Funds</th>
<th>Local Funds</th>
<th>Total Funds</th>
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<td>CWA</td>
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### Expenditure Schedule

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<th>2nd</th>
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<th>4th</th>
<th>5th &amp; 6th</th>
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Report Date: June 07, 2017
### Capital Facilities

#### Six Year Transportation Improvement Program
From 2018 to 2023

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<th>Utility Code(s)</th>
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**Funding**

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**Expenditure Schedule**

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<tr>
<th>Phase</th>
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<th>3rd</th>
<th>4th</th>
<th>5th &amp; 5th</th>
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Report Date: June 07, 2017
### Six Year Transportation Improvement Program
From 2018 to 2023

**Agency:** Pierce  
**Project Number:** PSRC  
**Incorporated:** Yes  
**Environmental Type:** Yes

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<th>Hearing</th>
<th>Aspended</th>
<th>Amendment</th>
<th>Resolution No.</th>
<th>Improvement Type</th>
<th>Utility Codes</th>
<th>Total Length</th>
<th>Environmental Type</th>
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| 14 3            | Pacific Highway E Non-Motorized Improvements  
Pacific Highway East  
54th Ave E to 65th Ave E  
Reconstruct north side of Pacific Highway to include curbs, gutters, sidewalks, bike lanes, drainage improvements and underground aerial utilities | WA-09077 |         |          |           |               | 03 COOPS TW | 0.660 | EA          | Yes               |

**Funding**

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<thead>
<tr>
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<th>Phase</th>
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<td>OTHER</td>
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<td>2,522,883</td>
<td>4,691,744</td>
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**Expenditure Schedule**

<table>
<thead>
<tr>
<th>Phase</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
<th>5th &amp; 6th</th>
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<td><strong>Totals</strong></td>
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Report Date: June 07, 2017
APPENDIX A
CONCURRENCY MANAGEMENT SYSTEM

I. Establishment

The City of Fife hereby establishes a Concurrency Management System (CMS) for all City development approvals. This system is intended to insure that capital facilities and services needed to maintain minimum level of service standards as set forth in the Capital Facilities Element of the Fife Comprehensive Plan are available at the time or within a reasonable time after development, occupancy, or use.

II. Level of Service Standards

The City has established level of service standards for which concurrency must be maintained. The standards so established are those set forth in Section V of the Revised Capital Facilities Plan Element of the Fife Comprehensive Plan.

III. Applications

A. For purposes of this CMS, “development approval” shall mean approval by the City of any Type II or Type III project permit types as set forth in Chapter 14.02 of the Fife Municipal Code.
B. For development approval, each applicant, except those exempted from concurrency, shall also apply for a Certificate of Concurrency.
C. An applicant requesting development approval by the City shall provide all information required by the City for a concurrency evaluation of the project. This may include additional information determined to be needed by the Director of Community Development in order to fully evaluate the project for concurrency.
D. No development approvals shall be granted unless the applicant meets all requirements for a Certificate of Concurrency.
IV. Concurrency Test

In order to satisfy concurrency management requirements, each development proposal must demonstrate that the adopted levels of service and concurrency standards for public facilities and services will not be degraded by the impact of the development. The following is a checklist of impacts that must be analyzed and quantified by the applicant for any development proposal.

- Use of potable water
- Amount of sanitary sewer flow generated
- Increased traffic on surrounding streets asset forth in Section VI of this CMS
- Changes in the amount, nature, or pattern of stormwater runoff
- Creation of need for additional parks, recreation, or open space
- Additional demand for public school classroom space

If the City determines any of these impacts to be significant, the City shall then determine the availability of adequate capacity of public facilities and services to maintain the adopted level of service standards.

V. Calculating Available Capacity/Policies

For purposes of land development regulations, the available capacity of public facilities and services should be determined through the following means.

A. Add together:
   1. The total service capacity of existing facilities operating at the required level of service; and
   2. The total capacity of new facilities, if any, that will become available on or before the date of occupancy of the proposed development. The capacity of new facilities may be counted only if one or more of the following are shown:
      i. Construction of new facilities is underway at the time the development permit is issued;
      ii. The new facilities are the subject of a binding contract for construction of facilities or provision of services at the time of issuance of the development permit; or
      iii. An enforceable development agreement is in place that guarantees the new facilities. Such facilities shall be consistent with the Capital Facilities Element of the Comprehensive Plan. The agreement shall guarantee that the necessary facilities and services will be in place when the impacts of the development occur.

B. Subtract from those capacities the sum of:
   1. The demand for the service or facility created by existing development documented in the Comprehensive Plan;
   2. The demand for the service or facility created by the anticipated completion of other approved developments, redevelopment, or other development activity; and
   3. The demand for the service or facility created by the anticipated completion of the proposed development.

In the case where a project demonstrates available capacity, a Certificate of Concurrency shall be issued. Where available capacity cannot be shown, the applicant shall comply with one of the options as set forth in Section VII to meet concurrency requirements and maintain
adopted level of service standards. If the applicant cannot comply with concurrency though option A, C, D, or E, the City shall chose option B, F, or G.

In addition to the requirements set forth in this section, the applicant must meet the traffic concurrency requirements as set forth in Section VI of this CMS.

VI. Concurrency Threshold for Transportation Facilities

A. **Threshold.** Concurrency threshold is defined as when demand as measured by the City for a transportation corridor or intersection reaches 90 percent of capacity. Capacity is defined as the maximum number of peak hour vehicle trips that a transportation facility can accommodate at the level of service established by the Capital Facilities Element of the Fife Comprehensive Plan. When this threshold is reached, the concurrency test as set forth in this section shall apply to all development proposals that have a probable impact on the demand in such corridor. If a transportation corridor is below the concurrency threshold and a proposed project will have an impact such that the corridor will exceed the threshold, the concurrency procedures as set forth in this section shall apply.

B. **Below Threshold.** Prior to reaching concurrency threshold, the existing available capacity shall be allocated on a “first come, first served” basis.

C. **Application.** The community Development Director shall determine if a proposed development will have a probable impact on a transportation corridor that is close to or exceeds its concurrency threshold. Unless exempted by the City in accordance with this Concurrency Management System, all development permits for a project that the City estimates will lead to a transportation volume in excess of a transportation corridor’s concurrency threshold, or will impact a transportation corridor that already exceeds the threshold, shall include a concurrency test. The concurrency test is part of the development permit process and shall be conducted by the Community Development and Public Works Departments.

D. **Transportation Impact Analysis.** For all development permits that are not exempt under this CMS, a transportation impact analysis using the best available methodology shall be submitted to and approved by the Community Development Director. For all development permits that are not exempt and are subject to the State Environmental Policy Act (SEPA), a registered professional engineer in the State of Washington shall complete or supervise the transportation impact analysis. The Community Development Director may cause the development of a transportation impact analysis using the best available methodology and at the applicant’s expense in lieu of the applicant’s analysis or to verify the applicant’s analysis.

E. **Waiver.** Upon written request of an applicant, the director may waive the requirement for a traffic impact analysis or limit the scope of the analysis and required elements of a traffic impact analysis where the director determines that the potential transportation impacts
upon the affected transportation corridor(s) and/or intersections(s) have been adequately analyzed in prior research or reports and/or are not projected to cause a reduction in the operating level of affected transportation corridors and/or intersections.

F. **Test.** The available and planned six year capacity shall be used in conducting the concurrency test. Development permits that result in a reduction of a corridor’s level of service below the standard set forth in Section V of the Capital Facilities Element of the Comprehensive Plan cannot be approved.

1. After accounting for the project’s development impact, if the resulting corridor capacity is above or equal to the capacity required to maintain the established level of service standard, the concurrency test is passed.

2. After accounting for the projected development impact, if the available capacity of a transportation corridor is less than the capacity required to maintain the established level of service standard, the concurrency test is not passed. The applicant must then comply with one of the options set forth in Section VII of this CMS. If the applicant cannot meet concurrency through option A, C, D, or E, the City shall choose option B, F, or G.

G. **Preliminary Concurrency Test.** An applicant may request a preliminary concurrency test without an accompanying application for a development permit. A fee, as set forth on the approved fee schedule, shall be charged for such preliminary test. Any available capacity cannot be reserved through this preliminary process. The result of a preliminary concurrency test is considered an administrative decision and cannot be appealed.

**VII. Options for Meeting Concurrency.**

A. *Developer provided improvements.* The project owner or developer may provide the necessary improvements to maintain level of service standards. In such cases, the project application must include appropriate plans for improvements, documentation that such improvements are designed to provide the capacity necessary to achieve or maintain level of service standards, and recordable instruments guaranteeing the construction of such facilities.

B. *Impact fees.* Impact fees are assessments levied against the developer to pay for developer generated impacts on certain public facilities and services. State law permits impact fees to be levied by the City for roads, parks and recreation facilities, and schools.

C. *Improvement Districts (LID’s).* Local improvement districts can be created to assess benefiting property owners for their fair share of the costs for needed public improvements. LID’s are often used to pay for road, sewer, water, and stormwater projects.

D. *Project Alteration.* The proposed project may be changed so that its impact on capital facilities can be met by available capacity.

E. *Postponement of Development.* The proposed project may be postponed to a specific year or until the City can provide the necessary additional public facilities or services capacity.
F. **Land Use Amendment.** If the City determines that it can no longer afford to maintain certain level of service standards, it can revise the Land Use Element of the Comprehensive Plan and amend the City’s standards accordingly.

G. **Project Denial.** If the proposed project results in lowering any level of service standards and no reasonable means can be found to increase the capacity of public faculties (including developer-provided improvements), the City may deny the project application.

**VIII. Certificate of Concurrency.**

A. **Issuance.** A Certificate of Concurrency, subject to the terms contained therein, shall be granted upon issuance of the final development permit. It may be issued in accordance with the same terms and conditions of the underlying development approval. If applicable, payment of a fee and/or performance of any condition required by the City shall be a condition of Certificate of Concurrency. Certificates of Concurrency shall be issued on a “first come, first served” basis with respect to the order of final development permit issuance.

B. **Transferability.** A Certificate of Concurrency is not transferable to another property, but may be transferred to new owners of the original property.

C. **Life span of Certificate.** A Certificate of Concurrency shall expire when the accompanying development permit expires or is revoked. A certificate may be extended according to the same terms and conditions as the accompanying development permit. If the development permit is granted an extension so shall the Certificate of Concurrency. If the accompanying development permit does not expire, the Certificate of Concurrency shall expire 5 years from the Certificate of Concurrency issue date.

D. **Unused capacity.** Any capacity that is not used because the developer decides not to develop or the accompanying development permit expires shall be returned to the available pool of capacity.

**IX. Exemptions**

A. **No impact.** Permits for projects that create no measurable additional impacts are exempt from the requirements of this chapter. Such permits include, but are not limited to, any Type I, II, IV, or V permit applications as set forth in Chapter 14.02 of the Fife Municipal Code.

B. **Application filed prior to the effective date of this CMS.** Complete development permit applications that have been submitted before the effective date of this CMS are exempt from its requirements. Development permits that were issued before the effective date of this CMS shall be considered to have capacity as long as the accompanying development permit is valid.

**X. Annual Capacity Statement**
As part of its Concurrency Management System, the City shall prepare an Annual Capacity Statement. The intent of the Annual Capacity Statement is to provide evidence of the capacity and levels of service of public facilities for the purpose of issuing development permits during the 12 months following the completion of the Statement. The Statement shall therefore include the following:

A. A summary of new developments that have been completed during the given time period, including a list of certificates of occupancy indicating development represented by types and square footage.

B. A summary of building permit activity, indicating:
   1. Those permits that expired without starting construction;
   2. Those permits that were active at the time of the report;
   3. The quantity of development represented by the outstanding building permits.

C. A summary of projects submitted for environmental review.

D. An evaluation of each facility indicating:
   1. Capacity available for each at the start and end of the reporting period;
   2. The portion of available capacity held for projects in the development process;
   3. A comparison of actual capacity to calculated capacity resulting from approved building permits and other vested projects;
   4. A comparison of actual capacity and levels of service to adopted levels of service from the Comprehensive Plan, and;
   5. A forecast of the capacity for each facility based upon the most recently updated schedule of capital improvements in the capital facilities element.

XI. Appeal

The City of Fife's Community Development Director administers the Concurrency Management System. The Directors' decisions may be appealed to the City’s Hearing Examiner in accordance with Section 2.50.050 of the Fife Municipal Code.