

10 CAPITAL FACILITIES & UTILITIES

INTRODUCTION

The Capital Facilities and Utilities Element is used to demonstrate that all capital facilities serving Lynnwood support the current and future population and economy. Capital facilities, also referred to as public facilities, include the transportation system (roadways, sidewalks, street lights, and traffic signals), domestic water, sanitary sewer and stormwater systems, park and recreational facilities, and other community buildings. This Element consists of two components: the twenty-year plan and the six-year plan. The twenty-year plan, which is this chapter, contains capital facilities related goals and policies that are consistent with other goals and policies of the Comprehensive Plan. The Capital Facilities Plan is a six-year plan that contains an inventory of existing and proposed capital facilities, forecasts the future needs of facilities for six years, identifies deficiencies in capital facilities and the actions necessary to meet such deficiencies, and contains a six-year finance plan. The Capital Facilities Plan is a separate document which is reviewed and updated by the City annually to coincide with the City Council budgeting process. The Utilities portion of this Element includes a summary of the privately owned utilities, such as electrical, telecommunication, and cable lines, and natural gas facilities.

ECONOMIC CONSIDERATIONS

Lynnwood’s development policy is that new development will pay for the portion of facility improvements related to its demand on the system. These improvements to the City’s utility systems allow for a more equitable distribution of costs and help to keep rates lower.

In cases where one development occurs prior to another and is not adjacent to existing infrastructure, the new development may have to extend utilities across the frontage of another undeveloped site and incur the cost of such extensions. Lynnwood has some mechanisms of reimbursement, such as a latecomers agreement, to provide a mechanism for fair share financing in such cases. The original developer would be reimbursed for costs associated with the portion of the extension that is later used by another developer.

In limited cases, and with City Council approval, the City allows extensions of utilities outside of the city limits. Because general rates should not be used to fund and operate systems outside of the City boundaries, differential rates and/or connections fees are established to ensure that City residents are not subsidizing service outside of City boundaries.

OBJECTIVE

The objective of the Capital Facilities and Utilities Element is to coordinate improvement necessary to accommodate orderly growth, set policies direction for capital improvements and ensure they are provided in an effective and timely manner.

The following is a summary of the capital facilities and utilities providing service within the City of Lynnwood. Separate documents containing the detailed inventory are listed in the right-hand column of the table. For outside agencies that provide services within Lynnwood, document names (if available) are listed in the right-hand column.

Facilities	Inventory Description	Related Document
City of Lynnwood		
Transportation	The Transportation Element contains a generalized inventory of Lynnwood’s transportation system. A detailed inventory is kept by the Public Works Department. Lynnwood annually prepares and adopts the Six-Year Transportation Improvement Program (TIP). This plan lists street and non-motorized projects and revenue sources. This plan is prepared for transportation project scheduling, prioritization and grant eligibility purposes.	Transportation Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI); Six-Year TIP; Transportation Business Plan, City Center Street Master Plan; Non-Motorized Multimodal Plan
Water	Lynnwood’s water system includes approximately 168 miles of water mains, two pressure reducing stations, two reservoirs, one booster pump station and other related appurtenances.	City of Lynnwood Water Comprehensive Plan, Section 1.4; Comprehensive Water, Sewer and Storm Utility Rate Study
Sewer (Wastewater)	Lynnwood’s wastewater system is comprised of approximately 100 miles of gravity pipe. These gravity lines are fed into six existing sewer lift stations which then pump into gravity interceptors, and eventually to the Waste Water Treatment Plant (WWTP) which is located on the Puget Sound.	City of Lynnwood Wastewater Comprehensive Plan, Sections 6.1 and 6.2; Comprehensive Water, Sewer and Storm Utility Rate Study
Stormwater (Surface Water)	Lynnwood has 18 different drainage basins throughout the City, and maintains all associated drainage infrastructure. Operation, maintenance and management of the stormwater system is funded through the City’s Surface Water Utility.	City of Lynnwood Surface Water Management Comprehensive Plan; Comprehensive Water, Sewer and Storm Utility Rate Study
Parks & Recreation		Parks and Recreation Plan; Parks, Recreation and Open Space Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI)
City Buildings	Buildings owned by the City of Lynnwood	Facilities Condition Assessment Plan
Other Community (Public) Buildings	The AMSI System contains a complete inventory of all other City owned buildings. These include facilities such as the Police Station, Fire Station, the library, administration buildings, and Public	Asset Management Systems Incorporated (AMSI); Sno-Isle Libraries Capital Facility Plan

Facilities	Inventory Description	Related Document
	Works buildings. The Lynnwood Library is operated by the Sno-Isle Libraries Foundation.	
Outside Agencies / Privately Owned Utilities		
Schools	Lynnwood residents are served by the Edmonds School District (ESD). ESD operates seven elementary schools, two middle schools, and one high school within the City.	Edmonds School District Capital Facilities Plan
Water and Sewer	Alderwood Water & Wastewater District (AWWD) services portions of Lynnwood in the northeast and southeast.	AWWD Capital Improvement Program (CIP)
Electrical Power	Provided by Snohomish County Public Utility District No. 1 (SNOPUD).	SNOPUD Electric System Capital Plan
Natural Gas	Provided by Puget Sound Energy (PSE).	PSE Integrated Resources Plan
Telecommunications (Cable, Internet & Phone)	Several companies provide telecommunication services within Lynnwood, including AT&T, Comcast, DirecTV, Dish Network, Frontier FiOS, among others. Most major wireless service carriers are available within Lynnwood and are governed by the Washington Utilities and Transportation Commission (WUTC).	
Solid Waste	Garbage and recycling services are provided by Waste Management NW for residents east of Highway 99, and by Republic Services for residents west of Highway 99. Snohomish County is the solid waste management planning authority for all jurisdictions within the County.	Snohomish County Comprehensive Solid and Hazardous Waste Management Plan

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**GOAL 1:
Planning**

Planning that considers both changes in regulations, requirements, and best available science, studies existing and future conditions and specifies non-structural and structural solutions including system upgrades, maintenance and replacements based on established Level of Service (LOS) standards for the purpose of meeting future challenges as they arise.

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SURFACE WATER MANAGEMENT

- Policy CF-1.1** Implement the requirements of the National Pollution Discharge and Elimination System (NPDES) and assess the areas in stormwater runoff management that require the City to make appropriate planning, regulatory, procedural or policy changes.
- Policy CF-1.2** Update and adopt ordinances that meet the requirements of NPDES and Endangered Species Act (ESA) for water quality and quantity control from development and redevelopment.
- Policy CF-1.3** Review and update the City’s Comprehensive Flood and Drainage Management Plan approximately every five years, depending on changes in best available science and the regulatory climate.
- Policy CF-1.4** Study and update the Surface Water Utility rates, and method of billing regularly to better reflect changes in surface water management, maintenance and operations, and capital project needs.
- Policy CF-1.5** Complete and implement an emergency response plan to be used for responding to surface and ground water contamination emergencies.

SANITARY SEWER

- Policy CF-1.6** Provide review for all development considering the land use plan.
- Policy CF-1.7** Utilize contemporary materials and construction techniques.
- Policy CF-1.8** Review and update the City’s Wastewater Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.
- Policy CF-1.9** Plan and initiate the necessary analysis and public review to identify wastewater system financial needs and implement results of those efforts.

WATER SYSTEM

- Policy CF-1.10** Conduct ongoing monitoring and analysis of the water system to identify deficiencies and system expansion needs related to current and future growth and list options (administrative changes and capital projects) that would resolve deficiencies identified and the improvements needed.
- Policy CF-1.11** Plan and initiate the necessary design efforts to address identified system deficiencies, system upgrades and expansions.
- Policy CF-1.12** Plan and initiate the necessary analysis and public review to identify water system financial needs and implement results of those efforts.
- Policy CF-1.13** Regularly review and initiate changes to the operation and regulation of the water system relative to changing State and Federal regulations and prudent fiscal and environmental considerations. For example, conservation requirements.
- Policy CF-1.14** Regularly coordinate with other jurisdictions to assure that interties, local agreements and common issues are addressed.

1 **Policy CF-1.15** Review and update the City’s Water Comprehensive Plan approximately every five
 2 years, depending on changes in best available science and the regulatory climate.

**GOAL 2:
 Maintenance
 and
 Operations
 (M&O)**

Continue to identify facilities that are in need of repair, cleaning or replacement and revise the maintenance program to schedule these activities in an efficient, and timely manner so that the systems perform in a manner that will optimize the use and life of the facilities, while also making necessary changes in the program, as necessary, to protect the natural environment and aesthetic character of the city.

SURFACE WATER MANAGEMENT

5 **Policy CF-2.1** Operate the North Scriber Regional Detention Facility to decrease erosive and flood
 6 flows and to enhance environmentally sensitive areas in the Scriber Creek Drainage
 7 Basin.

8 **Policy CF-2.2** Update and adopt ordinances that meet the requirements of the NPDES Phase 2
 9 Municipal Permit for maintenance of the system by both the City of Lynnwood and
 10 private property owners.

11 **Policy CF-2.3** Perform M&O activities to the currently adopted schedule such that cleaning, repairs,
 12 and replacements are made quickly and efficiently, or immediately in the case of
 13 emergencies.

14 **Policy CF-2.4** Review and update the City’s Comprehensive Flood and Drainage Management Plan
 15 list of problems and corrective solutions, depending on changes in best available
 16 science and the regulatory climate.

17 **Policy CF-2.5** Every year prioritize, schedule, fund, and construct capital improvements in the Six-
 18 Year Capital Facilities Plan, as identified in the Comprehensive Flood and Drainage
 19 Management Plan, to decrease incidents of flooding, enhance water quality in the
 20 system, and make improvements to natural habitat.

SANITARY SEWER

22 **Policy CF-2.6** Provide financial support annually for the Pre-Treatment Program.

23 **Policy CF-2.7** Clean sewers on a frequency determined by historical need.

24 **Policy CF-2.8** Remedy one infiltration/inflow concern each year.

25 **Policy CF-2.9** Prevent any large and control any small wastewater overflows each year.

26 **Policy CF-2.10** Monitor air and water quality on a daily basis.

27 **Policy CF-2.11** Maintain the equipment preventative maintenance schedule.

28 **Policy CF-2.12** Limit odor complaints as practicable.

WATER SYSTEM

30 **Policy CF-2.13** Respond within one hour to any emergency water system failure. Repair all non-
 31 critical water system problems within three days of knowledge of the problem.

32 **Policy CF-2.14** M&O activities will be based on an annual schedule established for the upcoming
 33 year during the budget process of the preceding year. The schedule will be

1 developed from field reviews of the water system (flow, pressure and leak testing)
 2 and life cycle information combined with field verification inspections.

3 **Policy CF-2.15** Stay abreast of current water quality standards and make adjustments to monitoring
 4 and testing to assure continual, consistent compliance with the standards and
 5 conditions of the Department of Health operating permit.

**GOAL 3:
 Interjurisdictional
 Relations**

Cooperate and coordinate planning, capital facilities planning and development, as appropriate, with adjacent jurisdictions and stakeholders for the purpose of improving levels of service and reducing costs for all services and utilities.

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 7 **SURFACE WATER MANAGEMENT**

8 **Policy CF-3.1** Participate in interjurisdictional coordination to help solve common stormwater
 9 runoff management problems, coordinate land use plans, development regulations
 10 and capital facility plans on a watershed basis.

11 **Policy CF-3.2** Design and implement a Public Involvement Program that builds upon the current
 12 school grants program and expands to businesses as well as general citizen groups.

13 **SANITARY SEWER**

14 **Policy CF-3.3** Maintain air and water quality to standards required by regular authority.

15 **Policy CF-3.4** Coordinate contractual relationships with adjacent agencies for services.

16 **WATER SYSTEM**

17 **Policy CF-3.5** Maintain coordination and communications with the Lynnwood water supplier,
 18 Alderwood Water & Wastewater District as well as AWWD’s supplier, the City of
 19 Everett, so that the contract with AWWD is adhered to and the City’s interests are
 20 protected.

21 **Policy CF-3.6** Conservation issues will be reviewed, goals and programs established relative to the
 22 impact conservation has on long term costs of water, summer flow and peaking
 23 issues, and regulatory and contract issues such that conservation efforts will be
 24 implemented that meet the established goal and regulatory standards.

**GOAL 4:
 Capital Facilities**

Provide capital facilities to properly serve the community in a manner that enhances quality of life and economic opportunities, optimizes the use and protection of existing facilities and provides for future needs.

25 **Policy CF-4.1** Implement levels of service (LOS) for water, sewer and storm water systems as
 26 minimum standards for facility design and planning, land development permitting,
 27 and operation and maintenance.

28 **Policy CF-4.2** Utilize professionally accepted methods and measures in determining LOS standards.

29 **Policy CF-4.3** Land development review will include coordination of the development requirements
 30 according to pertinent adopted plans, the land development regulations, and the
 31 availability of system capacities needed to support such development.

- 1 **Policy CF-4.4** Water, sanitary sewer, and storm water system improvements shall be designed and
2 constructed to the size required to serve the City's projected capacity needs consistent
3 with the Comprehensive Plan.
- 4 **Policy CF-4.5** Require the private sector to provide fair share, project related capital facility
5 improvements and contributions in connection with the development of land.
- 6 **Policy CF-4.6** Development should be encouraged only when adequate utilities, including water,
7 sewer, power, natural gas, telecommunications and storm drainage facilities are
8 available or will be made available in conjunction with development.

CAPITAL FACILITIES PLANS AND PROJECTS

10 The Capital Facilities Plan Element identifies projects to construct new facilities, or to expand or
11 rehabilitate existing facilities. These projects must be completed in a timely manner in order to maintain
12 acceptable service levels.

13 **Policy CF-4.7** Implement capital facilities plans for water, stormwater, sewer, transportation, parks,
14 recreation, public safety, and other municipal facilities.

15 **Policy CF-4.8** Maintain a 20-year Capital Facilities Plan that supports the Land Use Plan, and
16 includes the implementation of a Six-Year Capital Facility Plan. Implement the
17 following facility plans for City utilities, parks and recreation and transportation
18 facilities. These plans will be prepared and implemented such that they are
19 coordinated and consistent with the Comprehensive Plan.

- 20 • Six-Year Transportation Improvement Plan
- 21 • Water Comprehensive Plan Update
- 22 • Wastewater Comprehensive Plan
- 23 • Surface Water Management Comprehensive Plan
- 24 • Parks Plan
- 25 • Non-Motorized Plan
- 26 • Transportation Business Plan

27 **Policy CF-4.9** Include the Six-Year Capital Facilities Plan and capital budget as a part of the annual
28 budget process.

29 **Policy CF-4.10** Evaluate, categorize and prioritize proposed capital improvement projects in the Six-
30 Year Capital Facilities Plan according to the following categories:

31 **Category 1** Project specifically satisfies legal, operational, health or safety
32 requirements mandated by local, state and federal statutes.

33 **Category 2** Project is required to obtain basic services relating to public health,
34 safety, welfare, and applicable levels of service (LOS) standards.

35 **Category 3** Project is consistent with the Comprehensive Plan or other adopted
36 Capital Facilities Plans.

37 **Category 4** Project is a public benefit or service improvement relating to general
38 welfare of the community.

39 **Policy CF-4.11** Requests for new capital facilities will be considered concurrently with requests for
40 maintenance, repair and staffing costs of existing capital investments.

- 1 **Policy CF-4.12** Identify acceptable funding methods and debt service standards as guidelines for
2 financing capital facility and utility projects.
- 3 **Policy CF-4.13** Identify capital facility improvements and implementation strategies to encourage
4 redevelopment at appropriate locations and for the Activity Center plans.
- 5 **Policy CF-4.14** Actively seek local, state, and federal funding and grants for the capital facilities
6 projects.
- 7 **Policy CF-4.15** Amend the following capital facility plans as necessary to include current
8 regulations, standards, techniques and conditions. In addition, comprehensively
9 review and revise these plans at least every five years. Revisions, updates and
10 amendments to the plans shall be consistent with the City's Comprehensive Plan.
- 11
 - Six-Year Transportation Plan
 - 12 • Water Comprehensive Plan Update
 - 13 • Wastewater Comprehensive Plan
 - 14 • Surface Water Management Comprehensive Plan
 - 15 • Parks Plan
 - 16 • Non-Motorized Plan
 - 17 • Transportation Business Plan

CAPITAL FACILITIES MAINTENANCE

- 19 Preserving adequate service levels in developed areas will require proper maintenance of existing
20 facilities.
- 21 **Policy CF-4.16** Ensure that existing capital facilities are maintained and operated in a manner that
22 will optimize the use and life of the facility.
- 23 **Policy CF-4.17** Capital improvements needed to maintain and improve existing facilities shall be
24 prioritized in the capital facilities plans.

ENVIRONMENTAL COMPATIBILITY

- 26 Carefully design, construct, operate and maintain facilities to minimize environmental impacts.
- 27 **Policy CF-4.18** Develop environmentally responsible strategies and standards for capital facilities.
- 28 **Policy CF-4.19** Design and develop capital facilities that minimize or mitigate adverse impacts.
- 29 **Policy CF-4.20** Develop, operate and maintain capital facilities located in neighborhoods to minimize
30 or mitigate facility related impacts on residential uses.
- 31 **Policy CF-4.21** Capital facility improvements and maintenance should be compatible with the natural
32 constraints of slope, soil, geology, vegetation, wildlife habitat and drainage.
- 33 **Policy CF-4.22** Evaluate capital projects, plans and programs to determine their impact to locally
34 significant historical resources.

COORDINATION WITH OTHER JURISDICTIONS AND SERVICE PROVIDERS

- 36 Neighboring cities and the County provide similar services, and other providers also serve City residents
37 and businesses. Cooperation and coordination among all jurisdictions and service providers can improve
38 levels and reduce costs for all services and utilities.

- 1 **Policy CF-4.23** Coordinate capital facilities planning and development with appropriate jurisdictions
2 and service providers.
- 3 **Policy CF-4.24** Work closely with other jurisdictions and service providers to ensure the proper
4 extension or expansion of utility services.
- 5 **Policy CF-4.25** Encourage the County, Federal, and State, regional and special purpose agencies to
6 participate in the implementation of capital facilities that are mutually beneficial.
- 7 **Policy CF-4.26** Work with the appropriate jurisdictions and agencies to coordinate stormwater
8 management activities.

SITING OF ESSENTIAL PUBLIC FACILITIES

10 The GMA requires the City to develop a process for siting essential public facilities in Lynnwood. At
11 present, the County is identifying such facilities for the County and developing a county-wide siting
12 program. The City will need to adopt a City siting program when the County has completed its program
13 that is consistent with state requirements and the County program.

- 14 **Policy CF-4.27** Facilitate efficient and equitable siting of essential public facilities.
- 15 **Policy CF-4.28** Ensure that the siting and construction of capital facilities considered essential public
16 facilities are not precluded by the City's Comprehensive Plan.
- 17 **Policy CF-4.29** Establish a review process for the siting and construction of essential, local public
18 facilities.
- 19 **Policy CF-4.30** Participate in an interjurisdictional review and selection process for the siting of
20 essential public facilities having interjurisdictional significance.
- 21 **Policy CF-4.31** Locate and develop essential public facilities to provide the necessary service to the
22 intended users of the facility with the least impact on surrounding land uses.

RELATED DESIGN STANDARDS AND PROGRAMS

- 24 **Policy CF-4.32** The City has standards for the design and construction of sewer water and stormwater
25 utilities, and programs to develop new or expand utility systems. These standards
26 should include the most recent design techniques so that these utilities are
27 constructed and operate in an efficient manner.
- 28 **Policy CF-4.33** Design and construct sewer, water and stormwater utility systems to ensure efficient
29 service, and the use of best management practices.
- 30 **Policy CF-4.34** Require connection to the City sewer system for all new development.
- 31 **Policy CF-4.35** Design sewer systems to provide efficient and reliable service while minimizing cost.
32 Gravity feed shall be used whenever feasible.
- 33 **Policy CF-4.36** Continue to actively pursue elimination of high infiltration and inflow situations.
- 34 **Policy CF-4.37** Support and implement conservation strategies aimed at reducing average annual and
35 peak day water use. These strategies can include: billing rate structures which
36 encourage conservation, water restrictions at appropriate times, technical assistance
37 for leak detection, design of low-water use irrigation and other water saving
38 measures, public information, use of drought tolerant plantings and native vegetation
39 in City landscaping and development regulations, and construction codes requiring
40 water saving devices.
- 41 **Policy CF-4.38** Design water delivery and storage systems to provide efficient and reliable service
42 while minimizing cost. These design methods can include: the use of gravity feed

- 1 whenever feasible, the development of a looped system, and standardization of
- 2 transmission facilities sizing and/or materials.
- 3 **Policy CF-4.39** New development shall construct water system improvements and dedicate
- 4 easements necessary to serve the development and to provide a reliable integrated
- 5 distribution system.
- 6 **Policy CF-4.40** Maintain adequate water storage facilities to meet demand loads.
- 7 **Policy CF-4.41** Open channel drainage systems, natural or man-made (except roadway drainage
- 8 ditches), should be retained and new systems encouraged and utilized when feasible.
- 9 **Policy CF-4.42** Stormwater management systems shall be designed and constructed to minimize
- 10 adverse impacts to natural watercourses.
- 11 **Policy CF-4.43** Stormwater retention/detention facilities shall be allowed to be used as partial
- 12 fulfillment of open space requirements.
- 13 **Policy CF-4.44** Encourage co-location of utilities in shared trenches and easements.
- 14 **Policy CF-4.45** Coordinate utility construction with public improvements when possible to minimize
- 15 costs and related service disruption.
- 16 **Policy CF-4.46** Require underground utilities for all new development.
- 17 **Policy CF-4.47** Require, where feasible, that existing utility lines be relocated underground when
- 18 areas are redeveloped, or as streets are constructed, reconstructed, or widened.
- 19 **Policy CF-4.48** Promote, where safe, the joint use of utility corridors for recreational facilities, such
- 20 as non-motorized trails.
- 21 **Policy CF-4.49** Design utility facilities that are aesthetically complementary to surrounding land uses
- 22 and minimize adverse visual impacts.



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