

# MEMORANDUM

**DATE:** 4/1/2025

**TO:** Karl Almgren, AICP, Community Planning Manager

**FROM:** Dylan Majewski, Civil Engineer

**RE:** 2027-2032 CFP/TIP Comprehensive Plan Amendment Application

## Statement:

The Lynnwood Public Works Department submits this memo requesting an amendment to the Comprehensive Plan for annual updates to the Capital Facilities Plan (CFP) and the Transportation Improvement Program (TIP). These two items are to be incorporated into the Comprehensive Plan by reference.

## Rationale

The City of Lynnwood annually adopts the Transportation Improvement Plan (TIP) and Capital Facilities Plan (CFP) as functional plans of the Comprehensive Plan. This adoption is sequenced with the annual amendment process of the Comprehensive Plan and ensures that the financing of projects is consistent with the requirements of the Growth Management Act (pg. 137, Imagine Lynnwood).

WAC 365-196-415(2)(c)(ii) further clarifies that:

“The six-year plan should be updated at least biennially so financial planning remains sufficiently ahead of the present for concurrency to be evaluated. Such an update of the capital facilities element may be integrated with the county's or city's annual budget process for capital facilities.”

## Consistency

The proposed changes are consistent with the GMA and the Comprehensive Plan.

## Revised Document

The revised 2027-2032 CFP/TIP is currently being drafted and will be available for further review in Q3 2025 for adoption in Q4 2025. Current changes include revisions to the narrative, project list, project descriptions, and project costs.