

Exhibit 1

The City of Mill Creek Traffic Mitigation Worksheet for County Developments Impacting City Streets

The City of Mill Creek (the “City”), through an interlocal agreement (ILA) with Snohomish County (the “County”), may request traffic mitigation measures from any new qualifying County Development that impacts City streets. The County will impose the requested mitigation measures to the extent the County determines that the mitigation is reasonably related to the impacts of the development.

To determine impacts and reasonable mitigation measures, the County requires a traffic study from any County Development subject to the ILA. This ‘traffic study’ may be as simple as completing Sections One and Two of the City traffic worksheet below, or having a professional traffic engineer conduct a formal traffic study to assess site specific issues consistent with the requirements in Section Three below. A County Development must pay traffic mitigation fees to the City based on either the “Area Averages” methodology or by determining the impacts to specific City cost fee basis projects using PM peak hour trip generation and distribution. (See Section III H in the ILA).

- A. Mitigation Payment Option A. If a County Development generates less than fifty (50) peak-hour trips and the applicant chooses to utilize the “Proportionate Share Determined by Percentage of City Impact Fee” for determining the mitigation payment, then the applicant will generally only have to fill out the first two sections of this traffic worksheet and complete a mitigation offer (see Section Two below).
- B. Mitigation Payment Option B. If a development generates fifty (50) or more peak-hour trips, or if the developer chooses to utilize the “Proportionate Share Impact Mitigation Based On Comprehensive Impact Analysis” for determining the mitigation payment, then the applicant will have to fill out Section One of this worksheet, complete a separate traffic study consistent with the requirements in Section Three, and complete a mitigation offer (see Section Three below).
- C. Submittal of Documents. Applicants should submit all documents to the County.
- D. Supplemental Information. Following review of the documents submitted, the City may request supplemental information and analysis as necessary to determine the impacts of the development in accordance with the County/City ILA and the City’s mitigation policies. The County may require the supplemental information to the extent that the County determines that it is necessary to determine the impacts of the development.
- E. Impacts on Access or Circulation. The City may request improvements to existing City streets to provide safe and efficient access and/or circulation. In some instances, the City might request provisions for future City streets identified in the Comprehensive Plan.
- F. Frontage Improvements, Right of Way, and Access Point Requirements. Any County development which takes access from a City street or fronts on a City right-of-way must provide appropriate analysis and documentation to enable the City and the County to determine what standards and requirements to apply.
- G. Traffic mitigation offer. The applicant shall complete a traffic mitigation offer to the City that summarizes the mitigation identified in the City traffic worksheet and any additional traffic impacts. See Section Five below.

Section One (1) Worksheet General Information

1. Name of Proposed County Development _____

2. County Project File Number (if known) _____

3.

APPLICANT	NAME	TRAFFIC CONSULTANT
	ADDRESS	
	CITY/ST/ZIP	
	PHONE #	
	EMAIL	

4. Development Site Address _____

5. Does development front on City street(s)? If yes, list street(s) _____

6. Description of Development (size and specific type) _____

7. ADT expected to be generated by the proposed development
 _____ AM Peak Hour _____ PM Peak Hour _____ Average Daily Trips (ADT)
 (Trip generation for complex developments may have to be determined per Section Three (3) below)

8. Proportionate Share Impact Mitigation: For determining the amount based on a:

_____ County/City determined percentage go to Section 2(a).

_____ Comprehensive traffic study go to Section Three (3).

Section Two (2) Proportionate Share Determined by Percentage of City Impact Fee

2(a) Calculation of Proportionate Share Average Percentage Payment Amount

- 1.1 Standard default percentage of trips impacting City streets as shown on the Development Traffic Percentage Influence Area Map in Section Six (6) below _____% **OR** 1.2 Estimated percentage of trips impacting City streets shown on attached trip distribution is _____%

2. PM Peak Hour Trip Generation: _____

3. City Impact Fee Rate* \$ _____

(* Consistent with the ILA, County Developments pay the rate in effect at the time of their application is determined complete by the County. The City Council can change these rates at any time by Ordinance, so consult with the City to find the latest fee rates.)

4. Calculation of Proportionate Share Impact Mitigation Payment:

_____	X	_____	X	=	\$	_____
% of trips (#1.1 or 1.2 above)		PM Peak- Hour Trips (#2 above)				Proportionate Share Impact Mitigation Payment
		Fee Rate (#3 above)				

2(b) Determining Whether Or Not An Additional Traffic Study Is Necessary

Will the County Development generate more than fifty (50) peak-hour trips *or* are there other impacts that need to be addressed, e.g., level of service, safety, or access and circulation?

_____ No. Skip Section Three (3) and go to Section Four (4).

_____ Yes. Read the introduction to Section Three (3) and skip to Section 3(b).

Section Three (3) Traffic Study Requirements

Introduction: This Section outlines the general traffic study requirements for a County Development impacting City streets. The City, through the County, may require the applicant provide additional traffic impact analysis for projects generating more than fifty (50) PM peak hour trips. If an applicant chooses (or is required) to complete a traffic study, then it shall be submitted along with this worksheet and a mitigation offer.

(Note on Author's Qualifications: A traffic study under this Section must be conducted by an engineer licensed to practice in the state of Washington with special training and experience in traffic engineering and, preferably, membership in the Institute of Transportation Engineers (ITE). For individuals/firms not on the County's approved list, the developer will provide, with the traffic study, the credentials of the individual or firm performing the traffic study certifying compliance with these qualifications.)

3(a) Proportionate Share Impact Mitigation Based On Comprehensive Impact Analysis:

Percentages differing from those shown in the Traffic Percentage Influence Area Map in Section Six (6), based on the traffic study, may be considered for individual County Developments on a case-by-case basis. The provision for consideration of independent traffic studies is specified in the City's Transportation Impact Fee program (MCMC 17.048.060). If an applicant chooses to calculate the proportionate share based on a PM peak hour trip distribution then, they must estimate the percentage of trips entering the City from the distribution.

3(b) Trip Generation and AM and PM Peak Hour Trip Distribution and Assignment

Calculate AM, PM and Daily trip generation consistent with the ITE Trip Generation Handbook and the Snohomish County Public Works Rules. Determine the trip distribution and assignments consistent with the County's document titled "Format for Trip Distributions" (available at the County web site, see below).

1. The distributions will be carried out to each key intersection in the City at which the approach or departure volumes on any leg have three (3) or more new peak hour trips from the development. Get the most current list of key intersections from the City. Trips should be distributed onto the street system as it is expected to be in six years.
2. The distribution should be a schematic map showing the broad distributions of trips in terms of percentages on different streets. Show all City boundaries.
3. The assignment should be a schematic map with the impacted key intersections identified and turning movements for each shown in separate diagrams on the same page or on different pages. The assignment should also be presented in tabular form listing each intersection and the number of trips at each movement.

3(c) Additional Analysis

The City may request mitigation for impacts on the level of service of City streets, documented safety locations, frontage improvements and access or circulation. The traffic study requirements below are intended to disclose impacts. Based on this information, the City may request, through the County, that the applicant provide additional information showing possible mitigation measures. If any off-site improvements to City streets were needed for mitigation, the City would work with the applicant to determine requirements for right-of-way, construction plans, right-of-way use permits, construction/maintenance bonds, and other issues.

Impacts on Level of Service (LOS) of City Intersections for County Developments Generating More Than Fifty (50) Peak Hour Trips

Contact City of Mill Creek Public Works for the most current list of intersections with failing level of service. Identify any of these intersections impacted by fifty (50) or more directional peak-hour trips.

Impacts on City Identified, Documented, and Designated Safety Problem Locations

Contact the City of Mill Creek Public Works for a list of current identified, documented and designated safety problem locations. Identify any of these locations impacted by ten (10) or more peak-hour trips. Note: unlike LOS impacts in which at least fifty (50) or more peak hour trips have to be added in one direction to require disclosure (e.g., 50 westbound), for safety problem locations, any ten (10) peak hour trips added to a identified, documented and designated safety problem location is considered an impact for which disclosure is necessary. (e.g., 6 westbound plus 4 eastbound).

Impacts on Access or Circulation

The City may request improvements to existing City streets to provide safe and efficient access and/or circulation. In some instances, the City might request provisions for future City streets identified in the Comprehensive Plan. If so, the City will request specific additional information through the County.

Frontage Improvements, Right of Way, and Access Point Requirements

Any County Development which takes access from a City street or fronts on a City right-of-way may also be required to provide frontage improvements, dedicate or deed right-of-way, and meet access-point requirements consistent with City standards. If this may be the case, provide appropriate analysis and documentation to enable a determination by the City and the County as to what standards and requirements to apply.

Section Four (4) Traffic Mitigation Offer to the City

The applicant shall complete a traffic mitigation offer to the City that summarizes the mitigation identified in the City traffic worksheet and any additional traffic study analysis. This will facilitate timely review of the development and processing the application. The form to use for the offer is titled "Traffic Mitigation Offer to a City". This form is typically provided to all applicants along with this traffic study checklist. In addition, copies are available from the City and County web sites shown in Section 5(a) & (b) below.

Section Five (5) City and County Contact Information

5(a) City Contact Information

Gina Hortillosa PE PMP
Director
Department of Public Works
and Development Services
15728 Main Street
Mill Creek, WA 98012
Direct (425) 921-
5708ginah@cityofmillcreek.com

For additional information use the following link
to access to the City's web site:

cityofmillcreek.com

5(b) County Contact information

PDS Traffic Reviewers 425-388-3311

Mark Brown, mark.brown@snoco.org

Chad Haubrich, chad.haubrich@snoco.org

David Irwin, david.irwin@snoco.org

DPW Traffic 425-388-3184

Elbert Esparza, elbert.esparza@snoco.org

County Web Site: www.snohomishcountywa.gov/888/Traffic-Mitigation-Concurrency

Section Six (6) County Development Traffic Percentage Influence Area Map

