

The City of Mill Creek Traffic Mitigation Worksheet for Developments in Snohomish County

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 development in the unincorporated County that impacts the City’s streets. The County will impose the requested mitigation measures to the extent that the County determines that the mitigation is reasonably related to the impacts of the development.

To determine the impacts, and to determine reasonable mitigation measures, The County requires a traffic study from any development in the County that may have impacts on the City’s streets. This ‘traffic study’ may be as simple as completing the City traffic worksheet below, or it may involve having a professional traffic engineer conduct a formal traffic study to assess site specific issues.

- A County development must pay traffic mitigation fees to the City based on the “Area Averages” methodology using PM peak hour trip generation.
- Applicants should submit all documents *to the County* as part of their initial submittal.
- 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. The County will require the proposed development to submit the supplemental information and analysis to the extent that the County determines that it is necessary to determine the impacts of the development.
- Impacts on Access or Circulation. The City may request improvements to existing 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 the right-of-way of the City 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 One (1) Worksheet General Information

1. Name of Proposed Development _____
2. County Development File Number (if known) _____
3. Contact information for Applicant and Traffic Consultant

APPLICANT	CONSULTANT
	NAME
	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? (For many common types of developments this information can be provided by the County or the City. For more complex developments trip generation may have to be determined under section three below)
_____ AM Peak Hour _____ PM Peak Hour _____ Average Daily Trips (ADT)

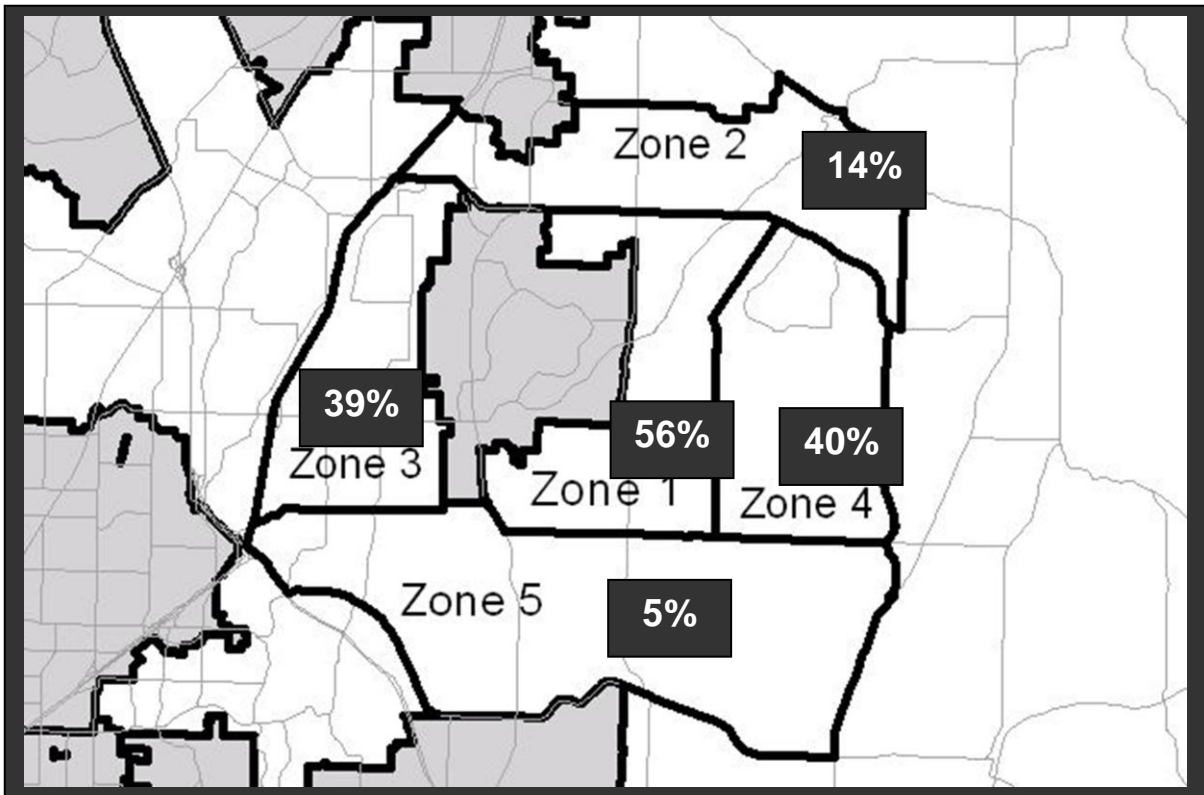
Section Two (2) Proportionate Share Determination

2(a) Calculation of Payment Amount

1. Average percentage of trips impacting City streets is _____%
(Enter the Percentage (%) from the area in which the development is located as shown on the Average Percentage of Trips Impacting City Streets Zone Map below on page 3)
2. PM Peak Hour Trip Generation: _____
3. City Impact Fee Rate* \$ _____
(* Consistent with the ILA, developments pay the rate in effect at the time of their application submittal to the County. The Mill Creek 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

$$\begin{array}{r}
 \underline{\hspace{2cm}} \\
 \text{\% of trips} \\
 \text{\#1 above}
 \end{array}
 \times
 \begin{array}{r}
 \underline{\hspace{2cm}} \\
 \text{PM Peak-} \\
 \text{Hour Trips} \\
 \text{\#2 above}
 \end{array}
 \times
 \begin{array}{r}
 \underline{\hspace{2cm}} \\
 \text{Fee Rate} \\
 \text{\#3 above}
 \end{array}
 = \$ \underline{\hspace{2cm}}
 \begin{array}{r}
 \text{Proportionate share} \\
 \text{mitigating} \\
 \text{payment}
 \end{array}$$

Average percentage of trips impacting City streets Zone Map



2(b) General guidelines for PM peak hour trip generation

1. The threshold for payment of City traffic mitigation fees is a cumulative total of three (3) PM peak hour trips as determined by the “Area Average” method.
2. The “Peak Hour of Adjacent Street Traffic Between 4 and 6 PM” rate from the current ITE Trip Generation Handbook shall be used whenever possible in determining the trip generation of a development. If a development has a peak hour impact that is significantly different than a weekday between 4 and 6 PM (i.e. a church), then the appropriate “Peak Hour of Generator” rate shall be used as determined by the City Engineer.
3. If a parcel has been vacant or unused for more than three (3) years from the development application completeness date, then no credit will be given for existing trips or traffic impacts. If traffic mitigation fees have already been paid on a partially completed or redevelopment project, those fees may be deducted from the total mitigation amount.
4. If a dwelling has three (3) or more attached units that are owner occupied, the Condominium / Townhouse land use codes in the current ITE Trip Generation Handbook shall be used. For two (2) attached or detached dwelling units, the Single-Family Detached Housing land use code shall be used.
5. The City does not give credit or fee reductions for Transportation Demand Management (TDM) measures that have been incorporated into a project.

Section Three (3) Traffic Mitigation Offer to the City

The applicant should complete a traffic mitigation offer to the City that summarizes the mitigation identified in the City traffic worksheet and any additional traffic impacts. This will facilitate timely review of the development and processing of the application.

The form to use for the mitigation offer is titled “Traffic Mitigation Offer to the City.” This form is typically provided to all applicants along with this traffic study checklist. In addition, copies are available from either the City Engineer or the City or County web sites shown below.

Section Four (4) City and County Contact Information

City Contact information

Scott Smith, P.E.
City Engineer
City of Mill Creek Public Works Department
15728 Main Street
Mill Creek, WA 98012
Direct (425) 921-5708
scott@cityofmillcreek.com

The City has a web site with additional information about Traffic Mitigation. Use the following web address to access to the City’s web site: [Mill Creek, WA - Official Website - Development Standards](#). If the link does not work:

- Go to the City’s web site at “www.cityofmillcreek.com”
- From the “Departments” menu, go to the “Public Works” web page
- On the upper left, go to the “Engineering” link, then to “Development Standards”

County Contact information

The Snohomish County Public Works Department has a web site with many of the documents related to traffic studies and mitigation requirements for developers. The web address is:

[30.66B SCC : Home](#) Then scroll down to the section for Mill Creek. If the link does not work:

- Go to the County’s web site at “www1.co.snohomish.wa.us”
- Click on the “Departments” link on the left side of the screen
- Click on the “Transportation & Environmental Services link under Public Works
- Click on the “Program Planning Group” link
- Click on the “30.66B SCC” link under Development Related Standards and Policies
- Then scroll down to the appropriate City

Or

Enter the following web address in to your browser:

www1.co.snohomish.wa.us/Departments/Public_Works/Divisions/TES/ProgramPlanning/3066B