

**City Of Woodland
Finance Committee Agenda Summary Sheet**

Agenda Item: Ordinance #1264 - Transportation Impact Fees	Agenda Item #: <u>Action (D)</u>
	For Agenda of: <u>April 15, 2013</u>
	Department: <u>Public Works</u>
	Date Submitted: <u>April 10, 2013</u>

Cost of Item: NA
Amount Budgeted: NA
Unexpended Balance: NA

BARS #: NA
Description: Transportation Impact Fees

Department Supervisor Approval: Public Works Department /s/ *Bart Stepp*
Committee Recommendation: Finance Committee at 2/25/13 meeting voted 3-0 to forward Traffic Impact Fee Ordinance to City Council for approval.

Agenda Item Supporting Narrative (list attachments, supporting documents):

- 1) Ordinance #1264 – Traffic Impact Fee Ordinance including Attachment A
- 2) 4/9/13 Legal Review Memo from Bill Eling
- 3) 2/25/13 Finance Committee Agenda Summary Sheet
- 4) 2013 City of Woodland Traffic Impact Fee Analysis prepared by PWD Stepp
- 5) 1/30/2013 Land Inventory for Transportation Impact Fee Development prepared by Community Development Planner Johnson
- 6) 1/14/13 Transportation Impact Fee Workshop Summary Sheet
- 7) 11/26/12 Transportation Impact Fee Memorandum prepared for Finance Committee

Summary Statement:

Background:

The Finance Committee requested information on Transportation Impact Fees (TIFs) for their 11/26/12 meeting. At that meeting I presented a memo which is attached to this staff report that provided information on what TIFs are and how the City of Woodland could use them. The Finance Committee recommended that TIFs be discussed at an upcoming workshop. At the 1/14/13 City Council workshop City Council directed staff to complete a TIF analysis and make a proposal to the Finance Committee. Staff made a TIF proposal to the Finance Committee on 2/25/13 and the Finance Committee forwarded that to City Council for the 4/1/13 meeting.

TIF Calculation:

The projects on our current Six-Year Transportation Improvement Plan (TIP) that are TIF eligible projects include the intersection improvements at East Scott/SR 503, SR 503/Goerig, and Old Pacific Highway/East Scott at a cost of \$6,200,000 and the I-5/SR 503 Intersection Improvements project at a cost of \$8,900,000 as eligible projects. The total cost of these two projects is \$15,100,000.

While the 2005 TIF Program proposed by Transpo Group divided TIF's into separate areas, staff feels the current TIF eligible projects will provide transportation benefits for everybody so staff is proposing one consistent TIF across the City. If a TIF eligible project is identified that only benefits a specific area of town this could change but for now one TIF would be sufficient.

To calculate the TIF the first step was to create a land inventory of developed and undeveloped properties in the City. Planner Johnson looked at several different sources to come up with an inventory PWD Stepp could use to calculate the TIF amount. The calculated TIF based on that land inventory and an eligible cost of \$15,100,000 is \$838 per PM Peak Hour Trip.

TIF Comparison with other Municipalities:

For a comparison of this TIF below are the Traffic Impact Fees per PM Peak Hour Trip for various Cities in Clark County:

- La Center - \$3,028
- Ridgefield - \$2,478.63
- Battle Ground - \$2,802
- Camas - \$1,686 - \$4,202

Because of its size the City of Vancouver has a range of TIFs for different areas. Since Cowlitz County is not subject to the Growth Management Act Kalama, Castle Rock, Kelso, and Longview do not impose TIFs. Because Woodland is partially in Clark County and subject to the Growth Management Act Woodland can impose TIFs.

TIF's that would have been collected on recent Woodland Projects

Below are examples of the revenue that could have been collected on recent Woodland projects if the proposed TIF of \$838 were in place at the time of vesting:

- Columbia Colstor warehouse expansion - \$22,773
- Lilac Place Apartments - \$20,112
- Woodland High School - \$150,468
- Single Family Houses in 2012 - \$12,570

Staff Summary and Recommendation

Traffic Impact Fees are a tool Cities use to address traffic mitigation costs consistently and fairly across all development. Woodland's current approach of addressing mitigation through SEPA allows many developments to be approved without mitigation. These developments will generate traffic, however, which will eventually require transportation system improvements to reduce congestion these developments have created. Staff recommends the City adopt Transportation Impact Fees to so that all developments pay their fair share of their cost to the transportation system.

ORDINANCE NO. 1264

AN ORDINANCE creating Chapter 3.42 of the Woodland Municipal Code to establish impact fees assessed on developers to mitigate the adverse impacts of development on transportation facilities.

WHEREAS, development of single family, multi-family residential development, condominiums and all multi-family structures, office, commercial, manufacturing, and industrial buildings are deemed to have a direct impact on transportation facilities inasmuch as an increased population and density thereof strains these city resources; and,

WHEREAS, it is necessary to assess certain fees which are proportionate to the impact of development in order to accommodate rapid growth in the city and the attendant strains on city capital assets of the transportation facilities; and,

WHEREAS, the state legislature has specifically authorized the imposition of impact fees under RCW 82.02.050, 82.02.090; and,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, STATE OF WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. That Woodland Municipal Code Title 3 shall contain a new section, under 3.42, “Development Impact Fees- Transportation” to provide as follows:

Chapter 3.42

Development Impact Fees- Transportation

- 3.42.005 Authority.
- 3.42.010 Purpose.
- 3.42.020 Definitions.
- 3.42.030 Payment of Impact Fees Required.
- 3.42.040 Exemptions.
- 3.42.050 Computing Required Impact Fees using Trip Generation Manual Rates.
- 3.42.060 Computing Required Impact Fees Based on an Independent Fee Calculation.
- 3.42.070 Credits.
- 3.42.080 Transportation Impact Fee Fund.
- 3.42.090 Refunds.
- 3.42.100 Use of Funds.
- 3.42.110 Review and Revision.
- 3.42.120 Modification of Fee.
- 3.42.130 Appeals.
- 3.42.140 Fire and Park, Recreation, Open Space or Trail Impact Fees, Coordination with Chapter 3.41.

- 3.42.150 Establishment of Transportation Service Areas and Fee Schedules.
- 3.42.160 Determining Transportation Impact Fee Schedules.
- 3.42.165 Project List.
- 3.42.170 Relationship to State Environmental Policy Act (SEPA).
- 3.42.180 Penalty Provision.
- 3.42.190 Severability.

3.42.005 Authority.

This chapter is adopted under RCW 82.02.050(2) which authorizes cities planning under the Growth Management Act, primarily codified at Chapter 36.70A RCW and Chapter 82.02 RCW, to assess, collect, and use impact fees to pay for capital projects related to transportation facilities in order to complete capital projects needed to accommodate growth. The City of Woodland is required to plan under the Growth Management Act and has adopted a Comprehensive Plan which includes a Capital Facilities Chapter which complies with RCW 36.70A.070(3), RCW 82.02.050(4), and all other applicable requirements. Consequently, the City of Woodland is authorized to impose, collect, and use impact fees. This chapter is adopted under the authority of Chapter 82.02 RCW.

3.42.010 Purpose.

The purpose of this chapter is to implement the capital facilities element of the Woodland Comprehensive Plan and the Growth Management Act by:

1. Developing a transportation impact fee program consistent with the Woodland Comprehensive Plan, the City of Woodland Transportation Plan, and the City of Woodland Capital Facilities Plan for joint public and private financing of transportation improvements necessitated in whole or in part by development in the city;
2. Ensuring adequate levels of service related to transportation within the city consistent with the Comprehensive Plan and Transportation Plan;
3. Creating a mechanism to charge and collect fees to ensure that all new development bears its proportionate share of the capital costs of system transportation facilities directly necessitated by new development, in order to provide an adequate level of transportation service consistent with the Comprehensive Plan and Transportation Plan;
4. Ensuring that the city pays its fair share of the capital costs of transportation facilities necessitated by public use of the transportation system; and
5. Ensuring fair collection and administration of such impact fees.

3.42.020 Definitions.

The following are definitions provided for administering the transportation impact fee. The public works director shall have the authority to resolve questions of interpretation or conflicts between definitions.

As used in this chapter:

“Capital facilities plan” means the adopted capital facilities element of the city’s comprehensive plan.

"City Council" and “Council” means the City Council of the City of Woodland.

“Clerk-Treasurer” means the clerk-treasurer of the city of Woodland or his/her designee.

“Comprehensive Plan” means the city’s adopted comprehensive plan required under the state Growth Management Act.

"Development" means all single family, multi-family residential development, condominiums, and all multi-family structures which require building permits (excluding remodeling or renovation permits which do not result in additional dwelling units) and non-residential development including, but not limited to office, commercial, manufacturing, and industrial projects.

“Development activity” means any construction or expansion of a building, or structure, or use, or any changes in the use of land, that creates additional demand and need for public facilities.

“Director” means the Public Works Department Director of the city of Woodland or his/her designee.

“Impact fee or transportation impact fee” means a payment of money imposed upon development approval to pay for public streets and roads needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public streets and roads, that is a proportionate share of the cost of the public streets and roads, and that is used for public streets and roads that reasonably benefit the new development. “Impact fee” does not include a reasonable permit or application fee otherwise established by city council resolution.

“Jurisdiction” means a municipality or county.

“Project improvements” means site improvements and facilities that are planned and designed to provide service for a particular development project that are necessary for the use and convenience of the occupants or users of the project, and are not system improvements. No improvement or facility included in the capital facilities plan approved by the city council shall be considered a project improvement.

“Service area” means a geographic area defined by ordinance or intergovernmental agreement in which a defined set of public streets and roads provide service to the development within the area.

"Subdivision" means any subdivision or short platting of land, if approval is required pursuant to Title 16 of this code.

"System improvements" means public facilities that are included in the capital facilities plan and are designed to provide service areas within the community at large, in contrast to project improvements.

"Transportation Plan" means the city of Woodland's 2008 Transportation Infrastructure Strategic Plan, as adopted by the City Council as an element of the city's comprehensive plan, and such plan as amended.

3.42.030 Payment of Impact Fees Required.

1. Any person who applies for a building permit for any development activity or who undertakes any development activity within the city's corporate limits shall pay the transportation impact fees as set forth in this chapter to the City Clerk-Treasurer. The impact fees shall be paid before the City issues the building permit. No new building permit shall be issued until the required transportation impact fees have been paid to the City Clerk-Treasurer.
2. Mitigation of impacts on transportation facilities under the jurisdiction of an agency other than the city will be required when:
 - A. The other affected jurisdiction has reviewed the development's impact under its adopted impact fee/mitigation regulations and has recommended to the city that the city impose a requirement to mitigate the impacts; and
 - B. There is an interlocal agreement between the city and the affected jurisdiction specifically addressing transportation impact identification and mitigation.

3.42.040 Exemptions.

The transportation impact fees referenced in this chapter shall not apply to the following:

1. Any development or subdivision that is located outside the jurisdictional boundaries of the City, except through interlocal agreement.
2. Any development or subdivision for which the City requires payment of a fee pursuant to RCW 43.21C.060.
3. Alteration, expansion, enlargement, remodeling, rehabilitation, or conversion of an existing unit where no additional units are created and the use is not changed.
4. A change in use that results in no additional impact to the city's transportation system.
5. The construction of accessory structures that will not create additional transportation impacts on system improvements.
6. Miscellaneous improvements, including, but not limited to, fences, walls, swimming pools, and signs.

7. A structure moved from one location within the City to another location within the City. The vacated lot will not be exempted from paying all appropriate impact fees upon development.
8. New or expanded city facilities, public parks, or public park and ride facilities.

3.42.050 Computing Required Impact Fees using Trip Generation Manual Rates.

At the option of the person applying for the building permit or undertaking the development activity, the amount of the impact fees may be determined by the formula in this section. The impact fee component for streets and roads shall be calculated using the following formula:

$$\text{TIF} = \text{BF} \times \text{T} - \text{C}$$

1. “TIF” means the traffic impact component of the total development impact fee.
2. “BF” means the “base fee,” that is, the per trip fee, in dollar amounts, for each unit of measure, for each service area, as described in the current Woodland impact fee schedule. Such rate shall be established in the capital facilities plan by estimating the cost of anticipated growth-related roadway projects divided by the projected number of growth-related trips within a service area.
3. “T” means “trips,” that is, the average rate of trips generated per unit of measure on a weekday by a land use as identified in the latest editions of the Trip Generation Manual, Institute of Transportation Engineers. Trips generated by a type of land use are calculated and identified in the Woodland impact fee schedule attached to the ordinance codified in this chapter and incorporated herein by this reference. The city shall calculate the average number of trips generated by a proposed development either by a traffic study provided by the applicant and approved by the city, or by selecting the appropriate land use code from the Woodland impact fee schedule and applying the applicable trip equation for the selected land use code. In the absence of a land use code precisely fitting the development proposal, the Director or his/her designee shall select the most similar code and may make appropriate adjustments to the trip equation applicable thereto. In selecting the appropriate land use code and in making adjustments thereto, the Director or his/her designee shall be guided by the latest edition of the Trip Generation Manual, Institute of Transportation Engineers.
4. “C” means a “credit” for the developer’s contributions, in the form of easements, dedications or payments in lieu of fees, toward traffic system improvement projects identified in the Woodland CFP. Credits may be approved by the city if the review authority finds that the value of the land or improvements for which a credit is sought is accurately documented and that the contribution substantially furthers the completion of a street improvement identified in the Woodland CFP.

5. Using the formula above, transportation impact fees shall be calculated separately for each use. The transportation impact fees that shall be paid are the sum of these calculations.
6. If a development activity will include more than one use in a building or site, then the transportation impact fee shall be determined by apportioning the space committed to the various uses specified and computing trips for each use from the Trip Generation Manual, Institute of Transportation Engineers.
7. In the case of a change in use, development activity, redevelopment, or expansion or modification of an existing use, the transportation impact fee shall be based upon the net positive increase in the impact fee for the new development activity as compared to the previous development activity. The Director shall be guided in this determination by the sources and agencies listed above.

3.42.060 Computing required Transportation Impact Fees Based on an Independent Fee Calculation.

If a person required to pay impact fees decides not to have the transportation impact fees determined according to the schedules as referenced in this chapter, then the person shall prepare and submit to the Clerk-Treasurer an independent fee calculation study for the proposed development activity. Any person can decide to have an independent fee calculation study for one or more impact fees and use the impact fee schedules referenced in this chapter for one or more impact fees.

1. Any person submitting an independent transportation impact fee calculation study shall include the fee set by the City Council for reviewing independent transportation impact fee calculation studies. This fee may be set by ordinance or resolution.
2. The independent fee calculation study shall comply with the following standards:
 - A. The study shall follow accepted impact fee assessment practices and methodologies and be consistent with the methods used in developing the city's transportation impact fee schedules.
 - B. The study shall use acceptable data sources and the data shall be comparable with the uses and intensities proposed for the proposed development activity.
 - C. The study shall comply with the applicable State laws governing impact fees including RCW 82.02.060 or its successor.
 - D. The study, including any data collection and analysis, shall be prepared and documented by professionals qualified in their respective fields.
 - E. The study shall show the basis upon which the independent fee calculation was made.
3. The Director shall consider the study and documentation submitted by the person required to pay the impact fees, but is not required to accept the study if the Director decides the study is not accurate or reliable. The Director may, in the alternative, require the person submitting the study to submit additional or different documentation for consideration. If the Director decides that outside experts are needed to review the study, the applicant shall be responsible for paying for the reasonable cost of a review by outside experts. If an acceptable independent fee calculation study is not presented, the person shall pay the transportation impact fees based upon the process and schedules referenced in this chapter. If an acceptable

independent fee calculation study is presented, the Director may adjust the fee to an appropriate amount.

3.42.070 Credits.

A fee payer can request that a credit or credits be awarded to him or her for the value of dedicated land, improvements or construction provided by the feepayer if the land, improvements and/or the facility constructed are included within the adopted capital facilities plan and transportation impact fee project list (Attachment A), and are required by the city as a condition of approving the development activity. The determination of the value shall be developed consistent with the assumptions and methods used by the city in estimating the costs for the system improvements for which credits are being requested. The credit amount shall be applied to the impact fee calculated for the particular development. If the amount of the credit is less than the amount of the fee, the feepayer shall pay the difference. In the event the amount of the credit exceeds the amount of the impact fee due and owing by the feepayer, the city shall not be liable to the feepayer for the difference.

3.42.080 Transportation Impact Fee Fund.

There is created and established a special purpose, nonlapse transportation impact fee fund. As necessary, the city shall establish separate accounts within such fund and maintain records for each such account whereby transportation impact fees collected can be segregated by name in accordance with this chapter and WMC 3.40.

- A. All interest shall be retained in the account and expended for the purposes for which the impact fees were imposed.
- B. By April of each year, the city shall provide a report for the previous calendar year on each impact fee account showing the source and amount of moneys collected, earned or received and system improvements that were financed in whole or in part by impact fees.
- C. The transportation impact fees paid to the city shall be held and disbursed as follows:
 1. The transportation impact fees collected shall be placed in a deposit account within the impact fee fund;
 2. When the council appropriates capital improvement project (CIP) funds for a project on the project list, the fees held in the transportation impact fee fund shall be transferred to the CIP fund. The non-impact fee moneys appropriated for the project may comprise both the public share of the project cost and an advancement of that portion of the private share that has not yet been collected in transportation impact fees;
 3. The first money spent by the Clerk-Treasurer on a project after a council appropriation shall be deemed to be the fees from the impact fee fund;

4. Fees collected after a project has been fully funded by means of one or more council appropriations shall constitute reimbursement to the city of the public moneys advanced for the private share of the project.
5. All interest earned on transportation impact fees paid shall be retained in the account and expended for the purpose or purposes for which the transportation impact fees were imposed.
6. Projects shall be funded by a balance between transportation impact fees and public funds, and shall not be funded solely by transportation impact fees.
7. Transportation impact fees shall be expended or encumbered for a permissible use within ten years of receipt, unless an extraordinary or compelling reason for fees to be held longer than ten years exists. The Director may recommend to the council that the city hold fees beyond ten years in cases where extraordinary or compelling reasons exist. Such reasons shall be identified in written findings by the council.

3.42.090 Refunds.

- A. If a city fails to expend or encumber the impact fees within ten years of when the fees were paid unless extraordinary or compelling reasons exist, the current owner of the property on which transportation impact fees have been paid may receive a refund of such fees. In determining whether transportation impact fees have been expended or encumbered, transportation impact fees shall be considered expended or encumbered on a first in, first out basis.
- B. A developer may request and shall receive a refund when the developer does not proceed with the development activity for which transportation impact fees were paid, and the developer shows that no impact has resulted; however, any administrative fee for the transportation impact fee shall not be refunded.
- C. When the city seeks to terminate any or all impact fee requirements, all unexpended or unencumbered funds shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of claimants. Claimants shall request refunds as in subsection D of this section. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained by the city, but must be expended on any city projects. This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated.
- D. Owners seeking a refund of transportation impact fees must submit a written request for a refund of the fees to the city within one year of the date of the right to claim the refund arises or the date that notice is given, whichever is later.

- E. Any transportation impact fees for which no application for a refund has been made within this one-year period shall be retained by the city and expended on the appropriate public facilities.
- F. Refunds of transportation impact fees under this section shall include any interest earned on the impact fees by the city.

3.42.100 Use of Funds.

A. Use of Transportation Impact Fees.

Transportation Impact Fees shall only be used for transportation system improvements identified in the capital facilities plan and on the project list as set forth herein.

- B. Transportation impact fees referenced in this chapter may be spent for public improvements, including but not limited to planning, land acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing and administrative expenses, applicable impact fees or mitigation costs, capital equipment pertaining to planned facilities, and any other expenses which can be capitalized.
- C. Transportation impact fees may also be used to recoup public improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements or incurred costs.
- D. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of public improvements for which impact fees may be expended, impact fees may be used to pay the principal on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this section and are used to serve the new development.
- E. Shall only be imposed for system improvements that are reasonably related to the new development;
- F. Shall not exceed a proportionate share of the costs of system improvements that are reasonably related to the new development;
- G. Shall be used for system improvements that will reasonably benefit the new development; and
- H. May be collected and spent only for system improvements which are addressed by the Woodland Transportation Infrastructure Strategic Plan, as a subset of the Woodland Capital Facilities Plan.

3.42.110 Review and Revision.

Impact fees shall be reviewed by the city council as it may deem necessary and appropriate or in conjunction with the annual update of the capital facilities plan element of the city's comprehensive plan. Transportation impact fee rates shall be adjusted periodically to reflect changes in costs of land acquisition and construction, facility plan projects and anticipated growth. Such adjustments shall only become effective upon adoption by the city council of a

modification to the capital facilities plan; provided, however, that the capital facilities plan may contain a provision for automatic revision of an impact fee rate no more often than annually to reflect the change in a generally recognized and applicable inflation/deflation index.

3.42.120 Modification of Fee.

- A. The city upon application by a developer supported by studies and data may reduce or eliminate such fee if it is shown that: (a) the formulae contained in this chapter does not accurately reflect actual impact; or (b) due to unusual circumstances where (i) facility improvements identified as impacted for the applicable service area are not reasonably related to the proposed development, or (ii) such facility improvements will not reasonably benefit the proposed development.
- B. Prior to making an application for a building permit or site plan approval, an applicant upon payment of the applicable fee may request an impact fee determination from the city, which determination shall be based upon information supplied by the applicant sufficient to permit calculation of the transportation impact fee. The impact fee determination shall be binding upon the city for a period of one year unless there is a material change in the development proposal, the capital facilities plan or this chapter.

3.42.130 Appeals.

Appeals of transportation impact fees imposed pursuant to this chapter shall be governed by the provisions of Title 19 of this code. In the case of impact fees set pursuant to residential subdivision, residential short subdivision or site plan approval, the appeal shall be filed in conjunction with, and within the limitation period applicable to, the available administrative appeal from such approval. In the case of impact fees first imposed or recalculated or credits determined in conjunction with a building permit not involving subdivision, short subdivision or site plan approval, the appeal shall be filed as an appeal of a building permit pursuant to Section 19.06.040(C).

3.42.140 Fire and Park, Recreation, Open Space or Trail Impact Fees, Coordination with Chapter 3.41.

Fire and park, recreation, open space or trail impact fees shall be governed and administered by Chapter 3.41.

3.42.150 Establishment of Transportation Service Areas and Fee Schedules.

For the purpose of this chapter, the entire city is defined into one service area. The Director may decide to split the City into two or more service areas in the future if it is determined future transportation system improvements identified in the capital facilities plan and on the project list benefit one part of the City and not another.

A transportation impact fee schedule setting forth the amount of the transportation impact fees per PM Peak Hour Trip generated to be paid by a development in a service area is set

out in Attachment A, attached to the ordinance codified in this section, and incorporated herein by this reference.

3.42.160 Determining Transportation Impact Fee Schedules.

The Director shall calculate the transportation impact fees as set forth in Attachment A, attached to the ordinance codified in this section, subject to the provisions of this chapter.

In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:

1. The cost of public streets and roads necessitated by new development;
2. An adjustment to the cost of the public streets and roadways for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or pro-ratable to the particular system improvement;
3. The availability of other means of funding public street and roadway improvements;
4. The cost of existing public street and roadway improvements; and
5. The methods by which public street and roadway improvements were financed.

3.42.165 Project list.

1. The Director shall commonly review the city's comprehensive land use and transportation plan ("comprehensive plan"), capital facilities plan, and the projects in Attachment A, attached to the ordinance codified in this section, and shall:
 - A. Identify each project in the comprehensive plan that is growth-related and the proportion of each such project that is growth-related;
 - B. Forecast the total moneys available from taxes and other public sources for road improvements over the next six years;
 - C. Calculate the amount of impact fees already paid; and
 - D. Identify those comprehensive plan projects that have been or are being built but whose performance capacity has not been fully utilized.
2. The director may use this information to prepare an annual draft amendment to Attachment A, which shall comprise:
 - A. The projects on the comprehensive plan that are growth-related and that should be funded with forecast public moneys and the impact fees already paid;

- B. The projects already built or funded pursuant to this chapter whose performance capacity has not been fully utilized; and
- C. An update of the estimated costs of the projects listed.

C. The council, at the same time that it adopts the annual budget and appropriates funds for capital improvement projects, shall by separate ordinance establish the annual Attachment A by adopting, with or without modification, the director's draft list.

D. Once a project is placed on Attachment A, a fee shall be imposed on every development that impacts the project until the project is removed from the list by one of the following means:

1. The council by ordinance removes the project from Attachment A, in which case the fees already collected will be refunded if necessary to ensure that transportation impact fees remain reasonably related to the traffic impacts of development that have paid an impact fee; provided, that a refund shall not be necessary if the council transfers the fees to the budget of another project that the council determines will mitigate essentially the same traffic impacts; or
2. The transportation impact fee share of the project has been fully funded, in which case the director shall administratively remove the project from the project list.

3.42.170 Relationship to State Environmental Policy Act (SEPA).

1. The transportation impact fee is additional and supplemental to, and not in substitution of, any other requirements imposed by the city on the development of land or the issuance of building permits.
2. The city shall not apply the transportation impact fee to mitigate the same transportation system impacts that are fully mitigated pursuant to the State Environmental Policy Act or other applicable law.
3. Further mitigation in addition to the impact fee shall be required for identified adverse impacts appropriate for mitigation pursuant to SEPA that are not mitigated by an impact fee.
4. Nothing in this chapter shall be construed to limit the city's authority to deny building permits when a proposal would result in significant adverse traffic impacts identified in an environmental impact statement and reasonable mitigation measures are insufficient to mitigate the identified impact.

3.42.180 Penalty Provision.

Any person, corporation, other entity, and any person directing the activities of such entities, who fails to comply with the provisions of this chapter shall be guilty of a gross misdemeanor as described by state law.

3.42.190 Severability.

Should any provision of this chapter be deemed invalid, unconstitutional, illegal or otherwise unlawful, the remainder shall remain in full force and effect.

Section 2. This ordinance shall become effective five days after passage, approval, and publication as provided by law.

ADOPTED this _____ day of _____, 2013.

CITY OF WOODLAND:

Grover B. Laseke, Mayor

ATTEST:

Mari E. Ripp, Clerk/Treasurer

PUBLISHED: _____

APPROVED AS TO FORM:

William Eling, City Attorney

Ordinance #1264 Attachment A

2013 City of Woodland Traffic Impact Fee Analysis

Use Type	Trip Rate	Units of Measure	Bypass Trip %	Developed Units	Developed Trips	Undeveloped Units	Undeveloped Trips
Industrial	3.8	Acres (Total)		379.0	1440.2	596.8	2267.8
Commercial	55	Acres (Total)	20	126.8	5579.2	120.3	5293.2
SF Residential	1.01	Homes		1368.0	1381.7	673.0	679.7
Mobile Home	0.59	Units		320.0	188.8	0.0	0.0
Multi-Family	0.62	Units		526.0	326.1	619.0	383.8
Park	0.16	Acres (Total)		7.5	1.2	45.2	7.2
Schools	1.2	Building Sq. Feet		242.3	290.8	149.8	179.8

Trips = Trip Rate x Units x (1 - Bypass Trip %)

Total Dev. Trips:

9208.0

Total Undev. Trips:

8811.6

TIF Eligible Ratio = Undeveloped Trips / Total Trips

0.49

2013 City of Woodland Transportation Impact Fee Eligible Project List

STIP Project	STIP #	Estimated Cost	Estimated Construction Date
SR-503, Scott Avenue Reconnection	4	\$2,233,000	2015
I-5/SR 503 Improvements	6	\$8,900,000	2018
East Scott/Old Pacific and Georig/SR-503	11	\$3,967,000	2018

Total TIF Eligible Costs:

\$15,100,000

TIF Eligible Funding = TIF Eligible Ratio * TIF Eligible Costs

\$7,383,907

PM Peak Hour TIF = TIF Eligible Funding / Undeveloped Trips

\$837.98

Law Office of William J. Eling

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Vancouver, Washington 98662**

**[360] 260-1189
[360] 213-0770 fax**

TO: City of Woodland, ATTN: Bart Stepp, Public Works Director

FROM: William J. Eling *WJE*

RE: Proposed Ordinance - Traffic Impact Fees

DATE: April 9, 2013

I was asked to review the proposed ordinance establishing development impact fees to defray the cost of transportation infrastructure improvements. This is a review of the ordinance transmitted to me on March 15, 2013. My conclusion is that the proposed ordinance satisfies the statutory requirements necessary to its enactment.

I compared the proposed ordinance with RCW 82.02.060 and related statutes. RCW 82.02.060 sets forth the provisions required to be included in a municipal ordinance implementing impact fees. A copy of the statute is attached to this memo. I also reviewed WAC 365-196-850.

(1) Schedule of Impact Fees RCW 82.02.060(1) - Proposed WMC 3.42.050, 150, 160 & 165

Section 060(1) sets forth five elements to be included in the formula used to calculate impact fees. The formula for streets and roads set out in the proposed ordinance has a number of components which incorporate by reference relevant materials documents, for example, materials such as the Trip Generation Manual and the Woodland Capital Facilities Plan. Because it is unclear how the reference materials are integrated into the formula, it may be helpful to memorialize the link in an internal City memo or document. It appears that the intent of the statute is to compel cities to review the financial history and future projections of systems improvements. Sections 150 -165 appear to satisfactorily incorporate the five elements and compel such a review. The ordinance also references a Schedule that becomes an attachment which de facto satisfies the schedule requirement.

(2) Low-income Housing and "other development activities with broad public purposes" Exemption RCW 82.02.060(2) - Proposed WMC 3.42.040

A low-income housing and public purpose activities exemption is *not* required. There is no such exemption in the proposed ordinance. The City can include this exemption, but is not required to do so.

(3) Low-income Housing Exemption RCW 82.02.060(3) - Proposed WMC 3.42.040

This is different from the previous exemption and more limited in scope but is in addition to 060(2). It is also *not* required. It sets forth specific criteria to be used in fashioning a partial waiver of impact fees. This provision was added by the Legislature in 2012 as Engrossed House Bill 1398. The City can include this exemption, but is not required to do so.

(4) Credits RCW 82.02.060(4) - Proposed WMC 3.42.050(4) and WMC 3.42.070

Section 060 includes "the value of...new construction of any system improvements provided by the developer, to facilities that are identified in the capital facilities plan..." While section 3.42.050(4) of the proposed ordinance does not explicitly include new construction as a credit, it appears in proposed WMC 3.42.070 and satisfies the statutory requirement for a credit. WMC 3.42.070 states that a fee payer "can request that a credit be awarded to him." While a credit may be implied, statutory compliance would be clarified if the credit is mandatory without the necessity of a fee payer request.

(5) Adjustment for Unusual Circumstances & Other Studies/Data RCW 82.02.060(5) & (6) - Proposed WMC 3.24.120

The proposed ordinance complies with RCW 82.02.060.

(6) Establish One or More Service Areas RCW 82.02.060(7) - Proposed WMC 3.24.150

The proposed ordinance complies with RCW 82.02.060.

(7) System Costs Previously Incurred RCW 82.02.060(8) - No Specific Proposed WMC 3.24

This provision allows for imposition of impact fees for costs previously incurred by the City but only to the extent the new development will be served by the previously constructed improvements. However, the statute prohibits imposing the impact fees "to make up for any system improvement deficiencies." The City can include this provision, but is not required to do so.

(8) Refunds RCW 82.02.080 - Proposed WMC 3.24.090

The proposed ordinance incorporates legislative changes in 2011 set forth in Engrossed Substitute House Bill 1478, changes which extended the refund period from 6 years to 10 years.

(9) Special Accounts RCW 82.02.070(1) - Proposed WMC 3.24.080

The proposed ordinance section complies with the retention of the impacts fees in separate special interest-bearing accounts and the reporting requirements.

(10) Use Limits RCW 82.02.070(2) - Proposed WMC 3.24.100(A)

WMC 3.24.100(A) complies with the use limits set forth in the statute.

(11) Fees Expended in Ten Years RCW 82.02.070(3)(a) - WMC 3.24.080(7)

State law allows the City to extend the period for retaining impact fees to more than 10 years if "...there exists an extraordinary and compelling reason for fees to be held longer than ten years." But only if those reasons are "...identified in written findings by the governing body of the...city...." The proposed ordinance addresses this issue.

(12) Appeals RCW 82.02.070(5) - Proposed WMC 3.24.130

The state statute requires an administrative appeals process. The proposed ordinance satisfies that requirement by implementing WMC Title 19 procedures.

City Of Woodland Finance Committee Agenda Summary Sheet

Agenda Item:

Proposal to create Transportation Impact Fees of \$838 per PM Peak Hour Trip in Woodland.

Agenda Item #: Finance Committee

For Agenda of: February 25, 2013

Department: Public Works

Date Submitted: February 19, 2013

Cost of Item: NA

Amount Budgeted: NA

Unexpended Balance: NA

BARS #: NA

Description: Transportation Impact Fees

Department Supervisor Approval: Public Works Department /s/ *Bart Stepp*

Committee Recommendation: City Council at January 14th workshop directed staff to present TIF Proposal to Finance Committee.

Agenda Item Supporting Narrative (list attachments, supporting documents):

- 1) 2013 City of Woodland Traffic Impact Fee Analysis prepared by PWD Stepp
- 2) 1/30/2013 Land Inventory for Transportation Impact Fee Development prepared by Community Development Planner Johnson
- 3) 1/14/13 Transportation Impact Fee Workshop Summary Sheet
- 4) 11/26/12 Transportation Impact Fee Memorandum prepared for Finance Committee
- 5) 12/2005 City of Woodland Transportation Impact Fee Program Report by The Transpo Group.

Summary Statement:

Background:

The Finance Committee requested information on Transportation Impact Fees (TIFs) for their 11/26/12 meeting. At that meeting I presented a memo which is attached to this staff report that provided information on what TIFs are and how the City of Woodland could use them. The Finance Committee recommended that TIFs be discussed at an upcoming workshop.

The 11/26/12 memo and a December 2005 report on TIFs done by The Transpo Group for Woodland is attached to this report. The Transpo Group report provides lots of good information about TIFs but is out of date in two key areas. One is the draft ordinance states that impact fees must be expended or encumbered within six years of the City receiving them. State law was changed after 2005 to extend that timeline to 10 years. The other big change is that in 2008 the City completed a Transportation Infrastructure Strategic Plan which changed the type and cost of projects in our Transportation Improvement Plan.

At the 1/14/13 City Council Workshop Transportation Impact Fees were discussed. The recommendation from the workshop was for staff to do the analysis to compute an actual TIF and present that at a Finance Committee Meeting.

TIF Calculation:

The 2005 Report identified a TIF of \$879 for areas west of I-5 and \$1,402 for areas east of I-5. This was based on a total cost of TIF eligible projects of \$11,430,000. At the January 14th workshop staff

indicated only three of the projects on our current Six-Year Transportation Improvement Plan (TIP) are TIF eligible projects. They are the intersection improvements at East Scott/SR 503, SR 503/Goerig, and Old Pacific Highway/East Scott at a cost of \$6,200,000 and the I-5/SR 503 Intersection Improvements project at a cost of \$8,900,000 as eligible projects. The total cost of these two projects is \$15,100,000.

While the 2005 TIF Program divided TIF's into separate areas, staff feels the current TIF eligible projects will provide transportation benefits for everybody so staff is proposing one consistent TIF across the City. If a TIF eligible project is identified that only benefits a specific area of town this could change but for now one TIF would be sufficient.

To calculate the TIF the first step was to create a land inventory of developed and undeveloped properties in the City. Planner Johnson looked at several different sources to come up with an inventory PWD Stepp could use to calculate the TIF amount. The calculated TIF based on that land inventory and an eligible cost of \$15,100,000 is \$838 per PM Peak Hour Trip.

For Industrial and Commercial properties the unit of measure for a developer would typically be per 1,000 square feet of building although ITE does have trip rates per employee. But it would be very time consuming to find the total square footage that exists in Woodland and the future square footage is unknown. Data we did have was acres of developed and undeveloped properties. Using ITE trip rates for employees, assumptions of 9 employees/acre for industrial land and 22 employees/acre for commercial land, we were able to come up with a trip rate per acre so we could determine existing and potential trips.

TIF Comparison with other Municipalities:

For a comparison of this TIF below are the Traffic Impact Fees per PM Peak Hour Trip for various Cities in Clark County:

- La Center - \$3,028
- Ridgefield - \$2,478.63
- Battle Ground - \$2,802
- Camas - \$1,686 - \$4,202

Because of its size the City of Vancouver has a range of TIFs for different areas. Since Cowlitz County is not subject to the Growth Management Act Kalama, Castle Rock, Kelso, and Longview do not impose TIFs. Because Woodland is partially in Clark County and subject to the Growth Management Act Woodland can impose TIFs.

TIF's that would have been collected on recent Woodland Projects

Below are examples of the revenue that could have been collected on recent Woodland projects if the proposed TIF of \$838 were in place at the time of vesting:

- Columbia Colstor warehouse expansion - \$22,773
- Lilac Place Apartments - \$20,112
- Woodland High School - \$150,648
- Single Family Houses in 2012 - \$12,570

Staff Summary and Recommendation

Traffic Impact Fees are a tool Cities use to address traffic mitigation costs consistently and fairly to all development. Woodland's current approach of addressing mitigation through SEPA allows many developments to be approved without mitigation. These developments will generate traffic, however, which will eventually require transportation system improvements to reduce congestion these developments have created. Staff recommends the City adopt Transportation Impact Fees so that all developments pay their fair share of their cost to the transportation system.

2013 City of Woodland Traffic Impact Fee Analysis

Use Type	Trip Rate	Units of Measure	Bypass Trip %	Developed Units	Developed Trips	Undeveloped Units	Undeveloped Trips
Industrial	3.8	Acres (Total)		379.0	1440.2	596.8	2267.8
Commercial	55	Acres (Total)	20	126.8	5579.2	120.3	5293.2
SF Residential	1.01	Homes		1368.0	1381.7	673.0	679.7
Mobile Home	0.59	Units		320.0	188.8	0.0	0.0
Multi-Family	0.62	Units		526.0	326.1	619.0	383.8
Park	0.16	Acres (Total)		7.5	1.2	45.2	7.2
Schools	1.2	Building Sq. Feet		242.3	290.8	149.8	179.8

Trips = Trip Rate x Units x (1 - Bypass Trip %)

Total Dev. Trips:

9208.0

Total Undev. Trips:

8811.6

TIF Eligible Ratio = Undeveloped Trips / Total Trips

0.49

TIF Eligible Costs = \$15,100,000

TIF Eligible Funding = TIF Eligible Ratio * TIF Eligible Costs

\$7,383,907

PM Peak Hour TIF = TIF Eligible Funding / Undeveloped Trips

\$837.98

Zoning Designation	Undeveloped	Developed	Unit of Measure	Trip Rate*
Industrial	596.8	379	Acres (Total)	3.8 PM Peak Trips/Acre
Commercial	120.3	126.8	Acres (Total)	55 PM Peak Trips/Acre
Single Family Detached	673	1,368	Units	1.01 PM Peak Trips/Unit
Mobile Home	0	320	Units	0.59 PM Peak Trips/Unit
Multi-Family	619	526	Units	0.62 PM Peak Trips/Unit
Park	45.2	7.5	Acres (Total)	0.16 PM Peak Trips/Acre
Schools	149,809	242,305	Square Feet	1.2 PM Peak Trips/1,000 sf

* Industrial assumes 9 Emp/Acre and 0.42 Trips/Employee, Commercial assumes 22 Emp/Acre and 2.5 Trips/Employee (ITE Trip Rate and typical Emp./Acre ratio); ITE 8th Edition Trip Rates for rest of zones

Methods:

Residential (Developed): **320** mobile homes in multi-family zoning districts (High and Medium Density Residential, HDR and MDR); **97** mobile homes in low-density residential districts (LDR-6, LDR-7.2, and LDR-8.5); **11** mobile homes in all other districts (Industrial and Commercial); **1,260** single family homes; **66** multi-family units within duplex and triplex housing (15 duplexes, 12 triplexes); **60** multi-family units within 4-plex buildings (15, 4-plexes); **98** multi-family units (11, 6-12 unit apt buildings); **50** multi-family units (3, 13-20 unit apt buildings); and **252** multi-family units (8, 21+ unit apartment buildings). *Sources: Cowlitz County Assessor’s GIS Parcel Data, Clark County Assessor’s GIS Parcel Data, City of Woodland water service records, Bing Maps Orthography*

Residential (Undeveloped, Single Family): **3** undeveloped single-family lots in Clark County; **110** undeveloped single-family lots in Cowlitz County; **462** potential lots (preliminary plat approvals for River Front Village, 96 lots; Meriwether PURD, 20 lots; Meriwether Phase II, 45 lots; Meriwether Hilltop after parkland development, 12 lots; Sequoia Park, 36 lots; Riverview Subdivision, 102 lots; Woodland Creek, 137 lots; Lewis Waterfront Park, 14 townhomes); **76** homes on un-platted, LDR 8.5 land in vicinity of Scott Hill/Old Pacific/Woodland View (Note: because further development potential is hindered by steep topography, ownership, limited ability to assemble lots, and road accessibility, only 60% of the available 1,076,954 sf of land was considered developable, 646,172sf / 8,500 sf = 76 lots); and **22** homes on large, un-platted LDR 6 lots on S Pekin (Note: assumption that 80% of the available 167,067 sf of land is developable → 133,654/6,000 = 22 lots). *Sources: Cowlitz County Assessor’s GIS Parcel Data, Clark County Assessor’s GIS Parcel Data, City of Woodland water service records, Bing Maps Orthography*

Residential (Undeveloped, Multi-Family): **47** multi-family units possible on vacant, HDR land south of Dunham (Note: assumes development occurs as 90% of the allowed maximum density. Note: because developable land is limited by ownership, shorelines, and critical areas, only 70% of the 95,933 sf available was considered developable → 31.5 units x 1.5 acres); **37** multi-family units possible on partially-developed HDR property south of Cherry Blossom Lane (Note: assumes development occurs as 90% of the allowed maximum density, 31.5 units x 1.2 acres); **38** multi-family units on Glenwood Street (Longview Housing Authority’s approved apartment housing project); **94** multi-family units possible on south side of Lewis River Road between Hillshire and Fir where approximately 40% of Church of

Nazarene lot as well as three (Note: assumes development occurs as 90% of the allowed maximum density, small contiguous lots just south of Hillshire remain undeveloped (Note: assumes development occurs as 90% of the allowed maximum density); **175** multi-family units north of the intersection of East Scott and Lewis River Road (Note: assumes development occurs as 90% of the allowed maximum density. Note: only 50% of land available was considered developable because of presence of a large wetland → 7.8 acres x 22.5 units); **8** multi-family units possible at a partially-developed, MDR site at 1671 N Goerig Street (Christopherson apartment proposed plans); **220** multi-family units on vacant MDR lot at corner of Green Mountain and Green Mountain Loop, 9.8 acres x 22.5 units (Note: assumes development occurs as 90% of the allowed maximum density). *Sources: Cowlitz County Assessor's GIS Parcel Data, Clark County Assessor's GIS Parcel Data, City of Woodland water service records, Bing Maps Orthography*

Parks (Developed): Horseshoe Lake Park **6.5** acres, Hoffmann Park **0.50** acres, Kenneth Bjur **0.20** acres, and Eagle Park **0.30** acres. *Source: City of Woodland, Park and Recreation Plan, January 2007*

Parks (Undeveloped): Scott Hill Park and Sports Complex **39** acres and floodway parkland **6.2** acres. *Source: Cowlitz County Assessor's GIS Parcel Data*

School (Developed): **242,305** sf (Intermediate School = 53,000 sf, high school = 82,310 sf, middle school = 47,699 sf, and elementary school = 59,296 sf). *Source: Tegan Steen, Woodland School District, 01/29/2013*

School (Undeveloped): **149,809** sf (new Woodland High School Building). *Source: site/civil plans submitted 01/28, 2013*

Commercial (Developed): **102.4** acres C-2; **15.4** acres C-1; and **1.2** acres C-3; **7.8** acres in church use in LDR. *Source: 2012 Industrial/Commercial Land Use Inventory*

Commercial (Undeveloped): **6.1** acres of C-1; **113.6** acres C-2 (67 acres no environmental constraints + (70% of 66.6 acres with environmental constraints)); and **0.6** acres C-3. *Source: 2012 Industrial/Commercial Land Use Inventory*

Industrial (Developed): **379** acres. *Source: 2012 Industrial/Commercial Land Use Inventory*

Industrial (Undeveloped): **597** acres (746 acres currently undeveloped with assumption that 20% is undevelopable due to environmental constraints). *Source: 2012 Industrial/Commercial Land Use Inventory*

City Of Woodland
City Council Workshop Agenda Summary Sheet

Agenda Item: Transportation Impact Fee Workshop	Agenda Item #: <u>Workshop</u>
	For Agenda of: <u>January 14, 2013</u>
	Department: <u>Public Works</u>
	Date Submitted: <u>January 8, 2013</u>

Cost of Item: NA
Amount Budgeted: NA
Unexpended Balance: NA

BARS #: NA
Description: Transportation Impact Fees

Department Supervisor Approval: Public Works Department /s/ *Bart Stupp*
Committee Recommendation: Finance Committee voted at November 26, 2012 Committee Meeting to workshop this item.

Agenda Item Supporting Narrative (list attachments, supporting documents):

- 1) Transportation Impact Fee Memo Presented to Finance Committee at 11/26/12 Meeting
- 2) December 2005 City of Woodland Transportation Impact Fee Program Report by The Transpo Group

Summary Statement:

Background:

The Finance Committee requested information on Transportation Impact Fees (TIFs) for their 11/26/12 meeting. At that meeting I presented a memo which is attached to this staff report that provided information on what TIFs are and how the City of Woodland could use them.

The 11/26/12 memo and a December 2005 report on TIFs done by The Transpo Group for Woodland is attached to this report. The Transpo Group report provides lots of good information about TIFs but is out of date in two key areas. One is the draft ordinance states that impact fees must be expended or encumbered within six years of the City receiving them. State law was changed after 2005 to extend that timeline to 10 years. The other big change is that in 2008 the City completed a Transportation Infrastructure Strategic Plan which changed the type and cost of projects in our Transportation Improvement Plan.

TIF Calculation Estimate:

The 2005 Report identified a TIF of \$879 for areas west of I-5 and \$1,402 for areas east of I-5. This was based on a total cost of TIF eligible projects of \$11,430,000. The 11/26/12 memo identified 5 projects in our current six-year Transportation Improvement Plan (TIP) that would be TIF eligible. If the City were to implement TIFs I would only use two of those projects, however, for calculating the TIF for the following reasons:

- The SR 503 Widening project will be completed in 2013 and you can't collect TIFs for a completed project.
- The Scott Avenue Crossing Study is fully funded.
- The Safe Routes to School project was awarded a 90% grant and the remaining match required is not sufficient enough to include in TIFs.

That leaves the intersection improvements at East Scott/SR 503, SR 503/Goerig, and Old Pacific Highway/East Scott at a cost of \$6,200,000 and the I-5/SR 503 Intersection Improvements project at a cost of \$8,900,000 as eligible projects. The total cost of these two projects is \$15,100,000.

While Woodland was awarded a \$2,000,000 grant from TIB to reconstruct the East Scott/SR 503 Intersection, this grant is not intended to reconstruct the other two intersections (SR 503/Goerig and Old Pacific Highway/East Scott). TIFs can also be used to pay for grant matches and since the East Scott/SR 503 Intersection is not scheduled for construction until 2015, the City could collect TIFs in 2013 and 2014 and use them for some of the match for that project in 2015.

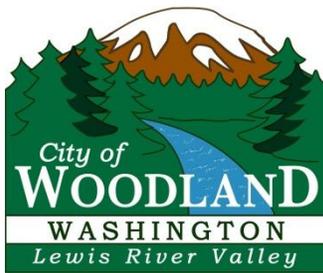
If we use a total cost of \$15,100,000 instead of \$11,430,000 and the methodology used in 2005 the Transportation Impact Fee per PM Peak Hour Trip for west of I-5 would come to \$1,160 and for east of I-5 it would be \$1,850. If the City did choose to implement TIFs the methodology would need to be adjusted but these numbers should be close to the calculated TIF.

TIF Comparison with other Municipalities:

For a comparison of the estimated TIFs of \$1,160 and \$1,850 below are the Traffic Impact Fees per PM Peak Hour Trip for various Cities in Clark County:

- La Center - \$3,028
- Ridgefield - \$2,478.63
- Battle Ground - \$2,802
- Camas - \$1,686 - \$4,202

Because of its size the City of Vancouver has a range of TIFs for different areas. Since Cowlitz County is not subject to the Growth Management Act Kalama, Castle Rock, Kelso, and Longview do not impose TIFs. Because Woodland is partially in Clark County and subject to the Growth Management Act Woodland can impose TIFs.



MEMORANDUM

Date: November 26, 2012
From: Bart Stepp, PE, Public Works Director
To: City of Woodland Finance Committee
Cc: Mayor of Woodland
Subject: Transportation Impact Fees
Enclosure: 2005 Transpo Traffic Impact Fee Report

The Finance Committee requested information about Traffic Impact Fees (TIF). Below is some basic information about Traffic Impact Fees and then attached is a 2005 report done by Transpo that goes into more detail about how you determine the TIF Amounts and what the resulting TIF would be for Woodland in 2005. Transpo's methodology to determine a TIF was pretty robust. The City could simplify that provided the City's determination of the TIF is consistent and can be justified.

What is a Traffic Impact Fee?

Impact fees are authorized under RCW 82.02 which grants local authorities the ability to impose traffic impact fees to pay for roadway investments needed to ensure the transportation system can support new growth and development. Similar to our existing Fire Impact Fees and Park Impact Fees, Traffic Impact Fees would be assessed either when a developer picks up a building permit or prior to occupancy.

What types of projects can be funded by TIF's?

A TIF eligible project needs to be on the City's Transportation Improvement Plan (TIP) and it must increase the capacity of the transportation system in some way. Projects that just repair existing deficiencies are not TIF eligible projects. Another limitation is that once the City receives a TIF, that TIF must be spent by the City within 10 years on a TIF eligible project or repaid with interest to the entity that paid the TIF. If you look at our existing 6-year TIP the following projects would be eligible:

- 1) SR 503 Widening Project – Cost \$1,300,000
- 2) Scott Avenue Crossing Study – Cost \$2,000,000
- 3) South Pekin Safe Routes to Schools Project – Cost \$155,000
- 4) East Scott and SR – 503 Intersection Improvements – Cost \$6,200,000
- 5) I-5/SR 503 Improvements Project – Cost \$8,900,000

The following projects in our TIP would not be eligible because they are overlays of the existing system:

- 6) Park Street and Buckeye Overlay
- 7) Goerig Street and Davidson Overlay
- 8) West Scott and East Scott Overlay
- 9) Old Pacific Highway Overlay
- 10) North Pekin Road Overlay
- 11) South Pekin Road Overlay

Projects 1, 2, and 4 have at least partial grant funding and project 3 will only be completed if the City receives the Safe Routes to School grant. Grants typically require some percentage of match by the City and TIF's can be used as the match.

Can TIF's pay for an entire project?

No. TIF's are intended so that new development only pays their proportional share of costs of new projects. For example, if a new project was designed for 1,000 trips and new development was only 200 of those trips, the City could only collect TIF funds equating to 20% of the cost of the project. This gets a little complicated because if the City has several TIF eligible projects in their TIP for a total cost of \$10,000,000 and new development is responsible for \$2,000,000, the City could take a single project that costs \$2,000,000 and pay for it entirely through TIF's but the rest of the projects would need to be funded by something other than TIF's.

How would Traffic Impact Fees change the Woodland Development Process

Currently the City of Woodland addresses traffic issues created by a development through SEPA Mitigation. Small projects that only generate a few trips are not required to pay for any mitigation because the additional trips they create do not cause the transportation system to fail. This can also be true for large projects. For example, the future high school will eventually when it is built out generate several hundred new peak trips on our transportation system. They are going to do frontage improvements at the Robinson and Dike Access intersection right next to the high school, but because the roundabouts east of there were recently completed the most impacted intersections will not fail their level of service so no traffic mitigation other than frontage improvements by the High School will be required. If the City had Traffic Impact Fees of say \$1,000 - \$1,500 per PM peak trip, the City could have received up to \$250,000 in Traffic Impact Fees from that project alone. That money could have been used on projects on SR – 503 as grant matches or starter funds. As a result most developments are approved without requiring any traffic mitigation even though they do add trips to the system. Over time this compounds itself into additional congestion with no way to pay for it.

By implementing TIF's, the City could determine the PM Peak Hour Trips based on use and size for projects and determine the appropriate TIF. Except for very large projects (Wal-mart, High School, Woodland Commerce Center) this would eliminate the need for developer's to prepare a Traffic Impact Analysis (TIA). The result would be a simpler review process and equitable transportation funding among all developments.

Does Staff support the implementation of Traffic Impact Fees

Yes. Traffic Impact Fees provide an avenue to collect revenue from development to pay for their share of needed transportation improvements. It would provide revenue source for grant matches while allowing our current road fund to be used for maintenance on our existing roads. It also would simplify the development process for most projects. I also do not believe a \$1,000 to \$2,000 Traffic Impact Fee would hinder development. For a \$200,000 home that is less than 1% of the total cost of the project. Also, every City in Clark County and the County itself has traffic impact fees and that is not stopping development there nor do the fees there appear to be driving development to Woodland.

Sincerely,



Bart Stepp

Transportation Impact Fee Methodology

CITY OF WOODLAND TRANSPORTATION IMPACT FEE PROGRAM

Prepared for:

City of Woodland

December 2005

Prepared by:

The Transpo Group, Inc.
11730 118th Avenue NE, Suite 600
Kirkland, WA 98034-7120
Phone: 425.821.3665
Fax: 425.825.8434
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Introduction

In an effort to help fund capital improvements needed to accommodate new residential and commercial growth, a Transportation Impact Fee (TIF) ordinance was developed for the City of Woodland. The purpose of the ordinance is to collect fees to pay for roadway and intersection improvements that are needed to accommodate the additional travel demand resulting from new development. The ordinance details the impact fee costs per unit of development of a specified land use. Once collected, the impact fees are used to fund a portion of the capacity related transportation improvement projects listed in Woodland's Transportation Plan.

In 1990, the Washington State Legislature passed ESHB 2929, commonly known as the Growth Management Act (GMA) and codified as RCW 36.70A. GMA grants local governments the authority to impose transportation impact fees for the purpose of supporting roadway investments to ensure that adequate facilities are available to serve new growth and development (RCW 82.02). Transportation impact fees are only used to fund transportation improvements that are needed to support new development. Impact fees may be used to pay the proportionate share of the cost of public facilities that benefit new development, however, impact fees cannot be used to correct existing deficiencies in public facilities.

The City has historically evaluated development generated off-site traffic impacts on a case-by-case basis through the State Environmental Policy Act (SEPA). SEPA, as applied for transportation, is intended to mitigate a development's impact on the overall transportation system based on a standard of "significant adverse impact". In addition, SEPA reviews safety, specific access points, circulation needs, and impacts on neighborhoods, pedestrians, and transit facilities¹. In general, the SEPA process can be cost and time intensive for both the City and the developer in assessing off-site impacts and mitigation from new development. In addition, this process has resulted in relatively little and inconsistent funding for needed transportation improvements.

Impact fees offer a relatively simplified approach that provides a consistent framework for assessing developer mitigation. Impact fees can be estimated early in the permitting process, as opposed to SEPA mitigation which requires a development specific analysis. Impact fees provide a systematic and proportional method for calculating fees for development of all sizes. In addition, impact fee funding can be "pooled" to implement projects. This allows the City limited flexibility in funding and constructing needed improvements. The City would still apply SEPA for impacts not covered by TIF.

The City's 2005 Transportation Plan includes a financing strategy that shows estimated revenues, including grant opportunities, at \$25 million and expenditures at over \$27.5 million. This leaves a funding gap of over \$2.5 million. The TIF program is intended to help fill this gap and provide a stable revenue source that is proportional to the level of growth in the City. It can also reduce the City's reliance on grants, which are becoming more and more competitive.

¹ Washington State Department of Ecology, SEPA Handbook, 2003

This report documents the technical development of the City of Woodland Transportation Impact Fee program. The next section provides an overview of key elements including the travel demand model, establishment of transportation service areas, project eligibility, cost allocation process, and development of the ordinance.

Development of Transportation Impact Fee

The TIF program is comprised of several components. Each component builds on the preceding component in developing a comprehensive program. The following section summarizes the tasks performed in developing the TIF program and the role of the specific components.

Travel Demand Model

The City's travel demand model was updated as part of the 2005 Transportation Plan. The model is used to forecast 2025 traffic volumes based on land use forecasts that are consistent with Land Use Element of the City's Comprehensive Plan. The updated model was used to identify roadway and intersection improvements, and to isolate the impacts of growth on the future transportation system. The model development is further described in the July 2005 Model Documentation report.

Transportation Service Areas (TSA)

GMA (RCW 82.02.060(6)) stipulates that in determining proportionate share, local agencies "shall establish one or more reasonable service areas within which it shall calculate and impose impact fees for various land use categories per unit of development". Transportation service areas are geographic areas that contain a set of public streets and roads which provide service to the land use within that area. The Woodland service areas are based on the structure of the transportation analysis zones (TAZ) in the City's travel demand model. The TAZs were aggregated to two potential service areas based on similarities with regard to land use, forecasted growth travel patterns, and access to the roadway system. The service areas also took into account the City limits and Urban Growth Area (UGA) boundaries.

The forecasted land use growth is the basis for the 2025 PM peak hour traffic forecasts which were used to identify the 20-year transportation improvement needs. Figure 4 in the 2005 Transportation Plan (pg. 19) illustrates growth by land use district.

Figure 1 illustrates the TSA geographic boundaries with forecasted growth for a potential impact fee program based on two transportation service areas. It also shows the relative growth in households and employment by TAZ. This helps illustrate the level of growth expected in various parts of the City and its UGA. A two TSA system would comprise of one west service area (west of I-5) and one east service area (east of I-5).

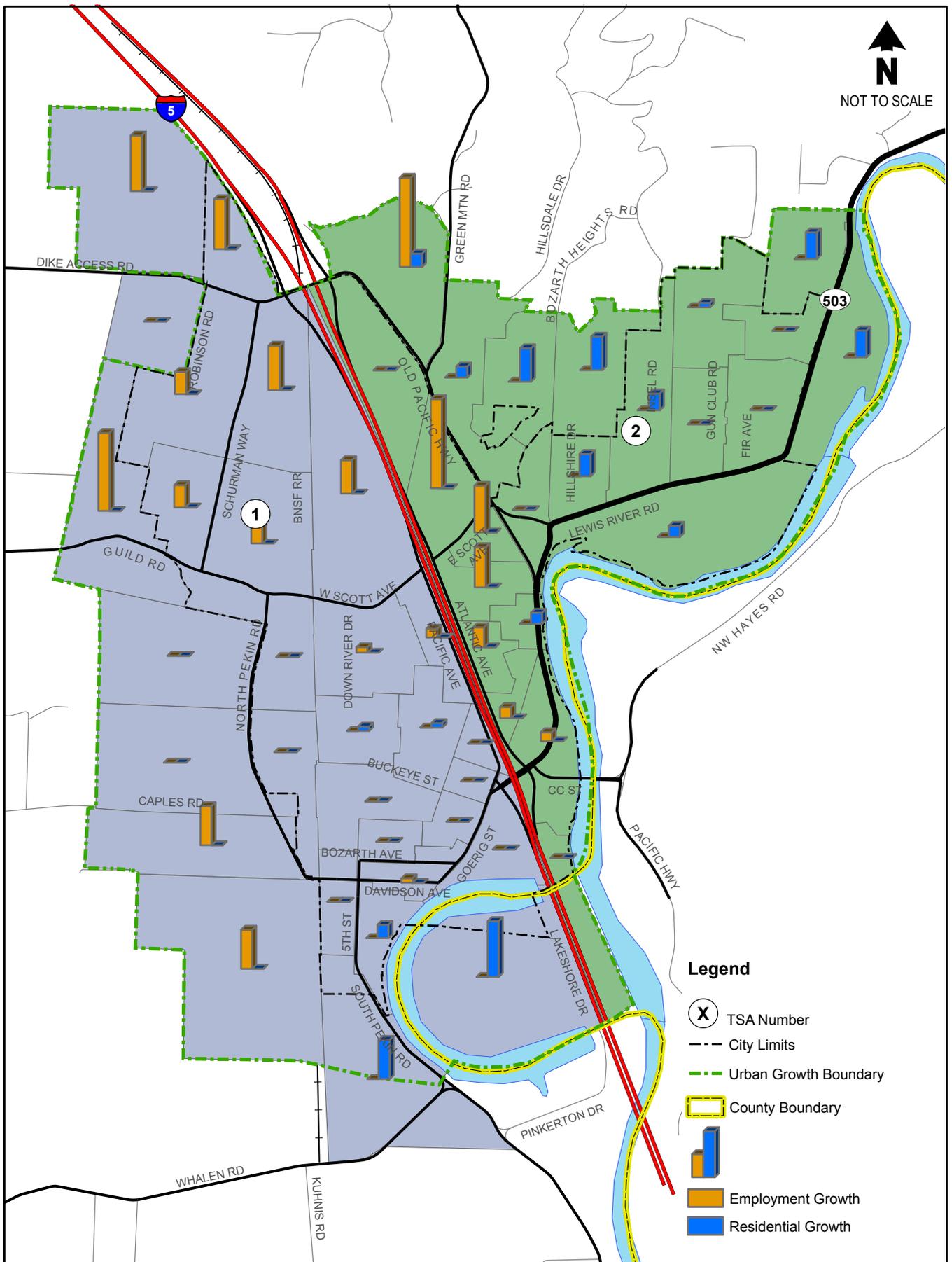


Figure 1
 Potential Transportation Service Area System & Growth by TAZ

Woodland Transportation Impact Fee Program

Selection of Projects for Transportation Impact Fee

The City's Transportation Plan was used as a basis for the roadway projects to be funded in part by transportation impact fees (TIF). Table 8 in the 2005 Transportation Plan describes project limits, description, and cost estimates. From this table, TIF eligible projects were identified. Table 1 identifies projects as eligible for the TIF program by a yes or no in the TIF eligible column. In accordance to the Washington State RCW 82.02.050, only system improvement projects reasonably related to new development can be included under the transportation impact fee program. Projects that only resolve existing deficiencies cannot be included. However, a portion of the cost of projects that solve existing deficiencies and are needed to support growth can be included in the TIF. There are a total of 11 projects identified as at least partially eligible for inclusion into the impact fee program. Figure 2 illustrates the locations and project identification for the improvement projects included in the TIF calculation.

Projects S-1 and S-2 are not included in the impact fee program since project costs have not been determined for these projects. The I-5 Reconnaissance Study (project S-1) is intended to provide a project scope and cost estimates for various interchange improvements to serve Woodland. These would address the Dike Access Road and SR 503 interchanges with I-5. A possible additional crossing of I-5 in the Scott Avenue corridor also will be evaluated as part of the Reconnaissance Study. The need for additional arterial improvements to provide connections between the industrial area west of the freeway and I-5 also will be explored. The results of the Reconnaissance Study will be used to define specific improvements and their costs for the I-5/SR 503 interchange (project S-2). Upon completion of the Reconnaissance Study, the City may choose to add additional projects and their costs to the TIF program. These projects would need to be formally added to the Transportation and Capital Facilities Element of the City's Comprehensive Plan prior to being added to the TIF program.

**TABLE 1
Transportation Impact Fee Eligible Improvement Projects**

Project Type	ID ⁽¹⁾	Project Name	Project Limits	Project Description	Agencies (2)	In Existing TIP? ⁽³⁾	Total Cost ⁽⁴⁾	Traffic Impact Fees			Comments
								TIF Eligible (Y/N)	Reason for Improvement	TIF Eligible (% of Total)	
State Highway Improvements	S-1	Woodland Industrial Area Reconnaissance Study and Limited SR 503 Route Development Plan	Dike Access Road/ I-5 Interchange, SR 503/I-5 Interchange, and surrounding arterials. SR 503 between I-5 and North City Limits/Urban Growth Area	Assess future transportation infrastructure needs to improve regional access to/from developing Woodland industrial area. Study will evaluate Dike Access Rd/I-5 interchange improvements; assess Scott Avenue overcrossing and I-5 access; evaluate SR 503/I-5 interchange options; and examine future industrial arterial west of N Pekin Rd. Develop Route Development Plan for SR 503 within urban area to define future roadway alignments, traffic control, and right-of-way needs for short-term and long-term improvements.	CWCOG Woodland WSDOT Cowlitz Co Port	Yes	\$550,000	No	Corridor Capacity	0%	The purpose of the study is to determine transportation system improvements that will enhance accessibility to Woodland and its industrial area. Study also will examine potential for and impacts of accommodating BNSF main lane rail improvements. Funding being sought from state and federal sources. SR 503 Route Development Plan would address access management, cross-section, drainage, right-of-way needs, turn lanes, traffic control, and safety improvements.
	S-2	SR 503/ I-5 Interchange	SR 503/ I-5 Interchange	Implement interchange realignment project determined by Woodland Reconnaissance Study (project S-1).	CWCOG Woodland WSDOT Cowlitz Co Port	No	Will be determined as part of Project S-1	Yes	Corridor Capacity	100%	Improvements could include signalization /channelization modifications, roundabouts, and/or realignment of arterials, local streets, and ramps. Specific improvements and costs will be further defined through project S-1.
	S-3A	SR 503 Widening / Channelization	Urban Growth Boundary to Evergreen Ln	Widen roadway to provide left-turn lanes at collector and local access roads. Consolidate and define access to SR 503.	WSDOT Woodland	Yes	\$1,970,000	Yes	Corridor Capacity	100%	Specific improvements may be further defined through Route Development Plan (project S-1).
	S-3B	SR 503 Widening / Channelization	Evergreen Ln to Fir Ave	Widen roadway to provide left-turn lanes at collector and local access roads. Consolidate and define access to SR 503. Implement signing, illumination, and guardrail improvements to reduce safety hazards.	WSDOT Woodland	Yes	\$570,000	Yes	Corridor Capacity	100%	Specific improvements may be further defined through Route Development Plan (project S-1).
	S-3C	SR 503 Widening / Channelization	Fir Ave to E Scott Ave	Widen roadway to provide left-turn lanes or center, two-way, left-turn lane. Consolidate and define access to SR 503. Install traffic signals at Hillshire Dr, Insel Rd, and Gun Club Rd, when warranted.	WSDOT Woodland	Yes	\$2,280,000	Yes	Corridor Capacity	100%	Specific improvements may be further defined through Route Development Plan (project S-1).
	S-3D	SR 503 Widening / Channelization	E Scott Ave to s/o Goerig St	Widen roadway to provide left-turn lane at Scott Ave and collector streets. Install traffic signal or other traffic control at E Scott Avenue, when warranted. Consolidate and define access to SR 503.	WSDOT Woodland	Yes	\$1,060,000	Yes	Corridor Capacity	100%	Specific improvements may be further defined through Route Development Plan (project S-1). Also see project I-5, regarding potential modification of SR 503/ N Goerig Street intersection.
	S-3E	SR 503 Widening / Channelization	Goerig Street to Atlantic Ave	Widen roadway to complete 4/5 lane highway. Work to consolidate and define access to SR 503.	WSDOT Woodland	Yes	\$840,000	Yes	Corridor Capacity	100%	Specific improvements may be further defined through Route Development Plan (project S-1).
Roadway Widening and Reconstruction Improvements	R-2	N Pekin Rd	Davidson Ave to W Scott Ave	Reconstruct and widen to provide left-turn lanes to serve future development. Improve and pave road shoulders for non-motorized uses.	Cowlitz Co Woodland Private	No	\$800,000	Yes	Corridor Capacity	100%	Project will help enhance access to/from I-5/ Dike Road interchange for industrial traffic via Schurman Way.
	R-3	Old Pacific Hwy	E Scott Ave to Dike Access Rd	Reconstruct and widen to 2 / 3 lanes to provide left-turn lanes or center, two-way, left-turn lane. Project should include construction of a sidewalk and paved shoulder on the west side of roadway. Five-foot bike lanes also to be provided on both sides of roadway.	Woodland Cowlitz Co Private	No	\$2,070,000	Yes	Corridor Capacity	100%	Project should be implemented as development occurs along corridor.
	R-4	Lakeshore Dr	Horseshoe Lake Access to Goerig St	Reconstruct roadway and widen to provide two travel lanes with paved shoulder for non-motorized uses.	Private Clark Co Woodland	No	\$1,110,000	No	Existing Deficiency	0%	Project should progress as further Horseshoe Lake development occurs.
	R-5	E Scott Ave	SR 503 to Old Pacific Hwy	Reconstruct roadway and widen to provide two travel lanes with paved shoulder for non-motorized uses. Implement signing on surrounding roadways to direct traffic via E Scott Ave to northern I-5 interchanges.	Woodland	Yes	\$750,000	Yes	Corridor Capacity	100%	Project will help encourage traffic to use the I-5 interchanges at Dike Access Rd or W Scott Ave. Project is a prerequisite for project NC-6. Also see project I-5.
	R-6	Davidson Ave	6th St to railroad tracks	Reconstruct, widen, and pave arterial to provide two travel lanes with paved shoulders for bicycle use and sidewalks on the north side of the street.	Woodland	No	\$220,000	No	Existing Deficiency	0%	Project will accommodate travel west to /from N Pekin Rd.
	R-9	5th St / S Pekin	Bozarth Ave to south of Davidson Ave	Upgrade existing roadway to current design standards with curb, gutter, and sidewalk.	Woodland	Yes	\$450,000	No	Existing Deficiency	0%	Project objectives may be able to be met through maintenance.
	R-11	Park Rd	Goerig St to Lakeshore Dr	Improve roadway to standard or provide alternate connection to park.	Woodland	No	\$510,000	No	Existing Deficiency	0%	Most of existing road is within the park. Roadway improvements could be developed as part of park facility improvements.
	R-13	Scott's Hill Rd	Old Pacific Highway to one-quarter mile north	Improve roadway to standard or approved variation.	Cowlitz Co	No	\$235,000	No	Existing Deficiency	0%	County project.

**TABLE 1
Transportation Impact Fee Eligible Improvement Projects**

Project Type	ID ⁽¹⁾	Project Name	Project Limits	Project Description	Agencies (2)	In Existing TIP? ⁽³⁾	Total Cost ⁽⁴⁾	Traffic Impact Fees			Comments
								TIF Eligible (Y/N)	Reason for Improvement	TIF Eligible (% of Total)	
Intersection Improvements	I-1	Davidson Ave / RR Crossing Intersection	Intersection	Reconstruct intersection to reduce grade and sight restrictions. The project would help promote safe crossings of the railroad tracks.	Woodland	No	\$220,000	No	Existing Deficiency	0%	Increased train operations may warrant this project. Traffic volumes and accident rates should be monitored on a regular basis to determine timing. State has installed roadway delineation.
	I-2	W Scott Ave / RR Crossing Intersection	Intersection	Reconstruct intersection to reduce grade and sight restrictions. The project would help promote safe crossings of the railroad tracks.	Woodland	No	\$220,000	No	Existing Deficiency	0%	Increased train operations may warrant this project. Traffic volumes and accident rates should be monitored on a regular basis to determine timing.
	I-4	Old Pacific Hwy / E Scott Ave	Intersection	Construct turn lanes and traffic signal (when warranted) or roundabout.	Woodland	Yes	\$670,000	Yes	Intersection Capacity	100%	Intersection improvements may include additional lanes and/or traffic signal installation when warranted. Project NC-5 may impact final design. Project R-5 also related.
	I-5	N Goerig St / SR 503	Intersection	Close, or partially close, intersection at SR 503 / N Goerig St to improve safety and operations. Initially restrict north-to - northwest left-turns after completion of E Scott Rd improvements (project R-5).	Woodland WSDOT	No	\$50,000	No	Existing Deficiency	0%	
	I-6	Buckeye St / Goerig St	Intersection	Install traffic signal, when warranted.	Woodland	No	\$200,000	Yes	Intersection Capacity	100%	
New Roadway / Circulation Improvements	NC-2	Gordon Street	Down River Drive to Bozarth Street	Construct a new 2-lane, north/south collector street connecting Down River Drive with Bozarth Street. Install curb, gutter, and sidewalks to current design standards.	Private Woodland	No	NA	No	Local Access and Circulation	0%	Project should be constructed as part of future development in the corridor. Corridor may be improved for non-motorized use in the interim.
	NC-3	North/south residential collector roadway	Hillshire Dr to developments north	Develop and construct a new two-lane, north/south collector street connecting Hillshire Dr with proposed residential developments to the north. Install curb, gutter, and sidewalks to current design standards.	Private Woodland	No	NA	No	Local Access and Circulation	0%	Roadway should be constructed as part of local area development. Specific alignments will be defined by City during review of development applications.
	NC-4	East/west residential collector roadway system	Hillshire Dr to Insel and Gun Club Rd	Construct new two-lane local circulation roadways connecting SR 503, Gun Club, Insel Road, and the extension of Hillshire Road (project NC-3). Roadways should include curb, gutter, and sidewalks to design standards.	Private Woodland	Yes	NA	No	Local Access and Circulation	0%	Improvements would provide secondary/emergency access to existing/future developments north of SR 503 and reduce local circulation impacts on SR 503. Specific alignments will be defined by City during review of development applications.
	NC-5	East/west residential collector roadway system	Hillshire Dr to east of Scott's Hill Rd	Construct new two-lane local circulation roadways connecting SR 503, Gun Club, Insel Road, and the extension of Hillshire Road (project NC-3). Roadways should include curb, gutter, and sidewalks to design standards.	Private	No	NA	No	Local Access and Circulation	0%	The collector roadway does not need to provide direct through connections. Any connection with Scott's Hill Rd should be indirect and discourage cut-through traffic to Scott's Hill Rd. Specific alignments will be defined by City during review of development applications.
	NC-6	New commercial circulation/access roadways.	Commercial areas between Atlantic Ave and SR 503	Develop commercial circulation roadways to provide access to new developments and alternate routes between city arterials and limit direct connections to SR 503.	Private	No	NA	No	Local Access and Circulation	0%	New roadways and intersections should be designed to improve traffic operations along SR 503. Realignment or elimination of the N Goerig St/SR 503 intersection may be considered. Project R-5 would be a prerequisite.
	NC-7	Schurman Way Extension (new north/south industrial access roadway/ Goerig Rd upgrade)	W Scott Ave to Davidson Ave (via Goerig Rd)	Construct a new roadway to provide access to areas west of N Pekin Rd and upgrade connection to downtown Woodland via Goerig Rd.	Woodland Cowlitz Co Port Private	No	Will be determined as part of Project S-1	Potential	Circulation and Future Capacity	0%	Project need and alignment options to be evaluated as part of Woodland Industrial Area Reconnaissance Study (project S-1).
	Citywide Transportation Programs and Miscellaneous Improvements	CW-1	Maintenance and Operations	Citywide	Implement systematic arterial and street maintenance program including pavement management and overlay, signal upgrades, signing and illumination.	Woodland	No	\$4,150,000	No	Citywide Program	0%
CW-2		Sidewalk Improvement Program	Citywide	Annual program to construct missing sidewalk links, repair existing sidewalks, and improve crosswalk markings/signing.	Woodland	No	\$525,000	No	Citywide Program	0%	\$20,000 a year devoted to sidewalk improvements.
PB-1		Park Access improvements	SR 503 Frontage (approximately Fir Ave to Hillshire Dr)	Evaluate and implement pedestrian crossing improvements to access future park on the south side of SR 503.	Woodland	No	NA	No	Citywide Program	0%	Project should be implemented as part of future development of park.
T-1		Transit Service	Citywide	Develop guidelines and funding programs for expanding transit service by coordinating with C-Tran and the Lower Columbia Community Action Council (CAP).	C-Tran CAP	No	NA	No	Citywide Program	0%	Development of guidelines will provide the City with realistic service expectations based on their adopted land use plan.

Notes:

- (1) The ID is only a project identifier and does not represent project priority. See Figure ___ to locate the project. Where applicable, the project list maintains the ID numbers from the 1995 Transportation Plan.
- (2) Agencies are denoted as follows:
 Woodland = City of Woodland WSDOT = Washington State Department of Transportation
 Port = Port of Woodland Cowlitz Co = Cowlitz County
 Private = Private development Clark Co = Clark County
 CTA = Cowlitz Transit Authority
- (3) In Existing TIP? - Project is identified in City's 2006-2011 Transportation Improvement Program or is funded as part of State's Transportation Plan.
- (4) Planning level project cost estimate in 2005 dollars. Costs were estimated based on average linear foot costs. NA = Cost estimate not available.

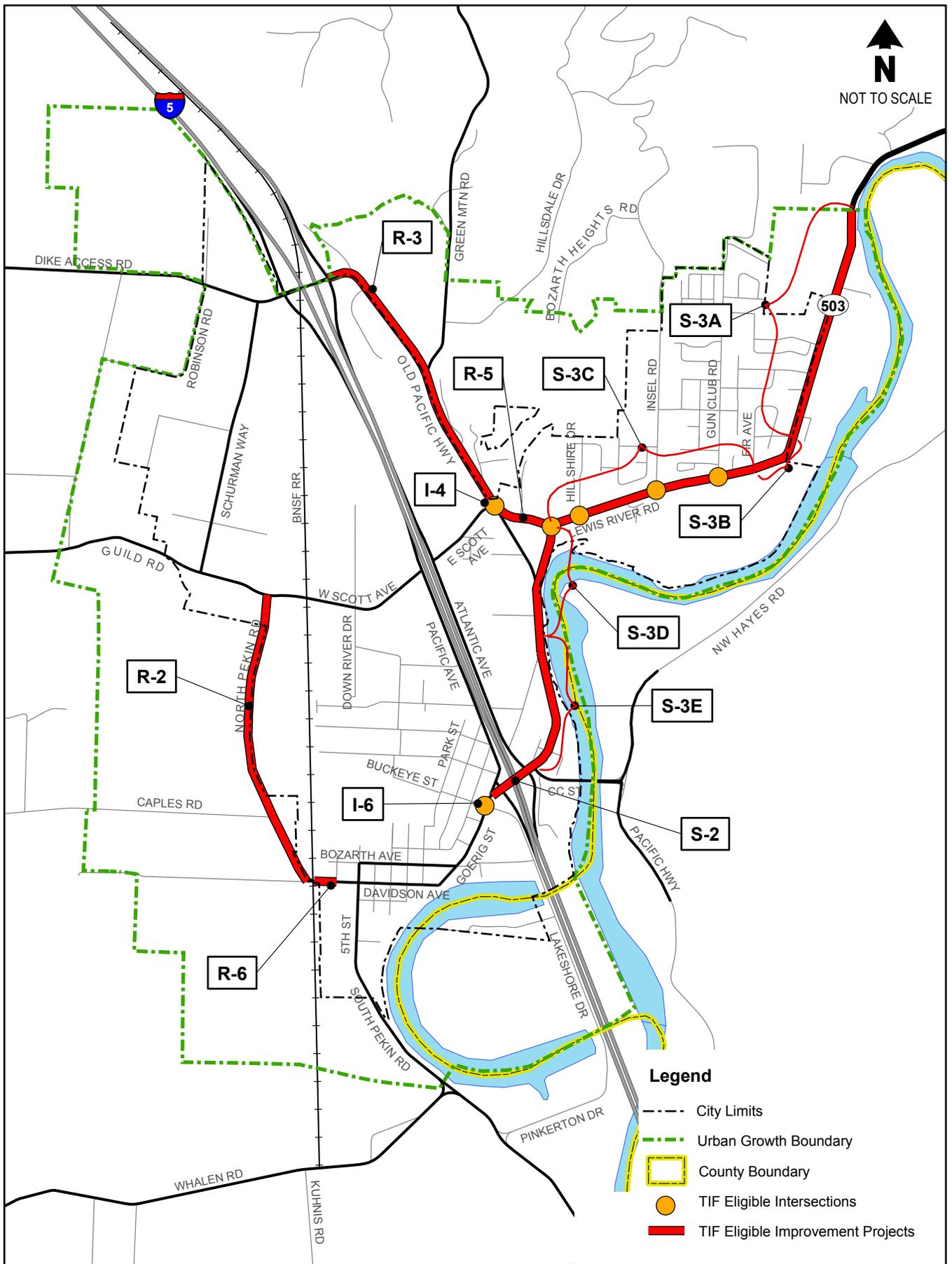


Figure 2
Impact Fee Eligible Improvement Projects

Woodland Transportation Impact Fee Program

TIF Project Cost Allocation

GMA grants local governments the authority to impose transportation impact fees for the purpose of supporting roadway investments to serve new growth. In addition, GMA stipulates that impact fees “shall only be imposed for system improvements that are reasonably related to the new development” (RCW 82.02.050(1)(a)). Impact fees may be used to pay the proportionate share of the cost of public facilities that benefit new development, however, impact fees cannot be used to correct exiting deficiencies in public facilities. With this in mind, it is imperative to separate impacts from existing and growth related traffic.

The model was used to define growth related impacts for each of the TIF eligible improvement projects identified. Some of the improvement projects that are longer in length were divided into smaller sections to provide a more accurate analysis for each segment of the project. This is needed to provide a more accurate assessment of the proportional impacts of growth related traffic in each service area.

The model was used to segment the 2025 traffic forecasts into each of the following four boxes: Existing and Growth generated traffic with trip ends within and not within the City or its UGA. Figure 3 illustrates these four traffic components used to develop the allocation of cost shares.

Figure 3. Example Allocation of Cost Shares

	Origin or destination within City or UGA	No origin or destination within City or UGA
Existing traffic	Not charged	Not charged
Growth traffic	IMPACT FEE	City or Regional Share

Figure 3 illustrates how traffic was separated into four types. As discussed above, impact fees may only be imposed on traffic impacts related to new development with at least one trip end within the City as depicted in the lower left-hand box (impact fee). Traffic that is growth related but has neither an origin nor destination within the City or its UGA and passes through (as are majority of the trips on I-5) is considered a regional trip and may not be incorporated into the impact fee program without an interlocal agreement.

The trip table based on the 2005 calibration model was subtracted from the 2025 future trip table to develop a net growth trip table. The new net growth trip table and the existing trip table were re-assigned to the model network so the growth trips could be tracked through

each TIF improvement project. Tracking the growth trips through each improvement project is done through a modeling technique called “select link” analyses. In conducting a select link analysis for a specific improvement project, a specific group of links or nodes of the future Transportation Plan network are identified and the model assignment is rerun. The select link assignment tracks and accounts for all of the trips using or impacting the group of links and/or nodes.

The origins and destinations from the select link assignment results for each improvement project were then aggregated into the 11 potential transportation service areas. This aggregation allows growth trips that have origins and destinations within the City or its UGA to be separated from “through” growth trips that do not have an origin or destination within the City or its UGA.

With the completion of the select link analysis, the PM peak hour trips generated by new development within the Woodland study area had been calculated for each traffic impact fee related roadway project. Only the new trips that had a trip end within the city limits were considered new trips as a result of development. The growth in City trips was divided by the total trips for each project to arrive at a percentage of new trips related to future development within the City. The percentage was used to calculate the total cost of each project to be paid by the impact fees. Project S-3E (Goerig Street to Atlantic Avenue) is provided below as an example.

Example Project: S-3E Widen Arterial to Five Lanes

Cost is \$840,000; no grants identified

Using traffic model, we find the following average 2025 PM peak hour traffic components along the corridor:

Existing Traffic (vehicles per hour (vph))	
With City Origin/Destination	806 vph
Through Traffic	<u>640 vph</u>
	<u>1,446 vph</u>
Growth Traffic	
With City Origin/Destination	661 vph
Through Traffic	<u>324 vph</u>
	<u>985 vph</u>
Total Traffic	<u>2,431 vph</u>
<u>City Growth Share</u>	= $\frac{661}{985} \times \$840,000$
Total Growth	985
	= \$563,695 to impact fee
	= \$276,305 City/regional responsibility

An average cost per PM peak hour trip was developed for each TSA based on project cost and the number of new growth trips generated in each service area. The average cost per PM peak hour trip for each TSA is therefore proportional to the growth related traffic impacts associated with that TSA. The fee per TSA accounts for impacts on TIF improvement projects throughout the City and its UGA.

The impact fees to be collected, account for approximately 68 percent of the total cost of the projects identified as being partially funded with impact fees. The rest of the funding is from grants, other agencies, and the City's general fund. Overall, the impact fee program could account for up to 28 percent of the total costs needed to fund the City's 2005 Transportation Plan. As a result, the traffic impact fees help in funding only a portion of the costs associated with the transportation improvement program, consistent with the State requirements.

Resulting Impact Fees

The impact fee costs calculated for each project were totaled to arrive at a total cost of approximately \$7.7 million for the identified impact fee projects. The total TIF cost was assigned to the potential TSA system (see TSA section) based on the proportional traffic impact from the TSA on each project. The total cost assigned to each service area was divided by the growth in new PM peak hour trips of 6,453 to arrive at an impact fee for each service area. As illustrated in Figure 4, the potential two TSA system would have a cost per PM peak hour trip of \$879 for TSA 1 (west of I-5) and \$1,402 for TSA 2 (east of I-5).

After the cost of each additional PM peak hour trip had been calculated, the respective fee per TSA (Figure 4) was applied to a list of land uses to arrive at a cost per unit of development. Each land use trip generation rate during the PM peak hour was obtained from the *ITE Trip Generation Manual (7th Edition)*. For retail and some commercial land uses, pass-by trip rates were subtracted out of the total trip rate for the specified land use. This resulted in an adjusted trip generation rate and thus the impact fee only reflects the new trips of a development.

After the trip generation rates and adjustment factors had been identified for all land uses, the total impact fee collected by the City was calculated. Multiplying the "Net New Trip Rate" by the total number of units and the "Impact Fee per Unit," results in the traffic impact fee the City will collect.

$$\text{Traffic Impact Fee} = (\text{Net New Trip Rate}) \times (\text{Impact Fee per Unit}) \times (\# \text{ of Units})$$

Not all land uses are covered by the *ITE Trip Generation Manual* and the average rate used in developing the fee schedule may not always accurately reflect a development's trip generation travel patterns, or specific traffic impacts. Therefore independent calculations for trip generation and TIF are allowed under certain circumstances as outlined in the adopted Woodland Transportation Impact Fee Ordinance 3.42.000.

Transportation Impact Fee Ordinance

The City of Woodland Transportation Impact Fee Ordinance provides the legal basis for implementing the impact fee program. The ordinance cites the authorizing code (RCW 82.02) for which the program is based and provides direction on all aspects of administering the program, including exemptions. The adopted ordinance is attached as Appendix A.

RCW 82.02.060 stipulates the required provisions that must be addressed in local impact fee ordinances. The following summarizes the components required by RCW 82.02.060 and included in the Woodland Transportation Impact Fee ordinance.

- **Schedule of impact fees** – Section 3.42.150, *Establishment of Transportation Service Areas and Fee Schedules*, and Attachment B to the Woodland TIF ordinance establishes a cost per unit development for each type of development activity. Section 3.42.160, *Determining Transportation Impact Fee Schedules*, defines the proportionate share method for calculating transportation impacts fees
- **Exemptions** – Section 3.42.040, *Exemptions*, details the types of development activity that are exempt from transportation impact fees.
- **Credits** - Section 3.42.070, *Credits*, allows for credit for land dedication and construction of improvements as defined in this section.
- **Independent calculations** – Section 3.42.060, *Computing Required Impact Fees Based on an Independent Fee Calculation*, allows for independent fee calculations and outlines the required elements included in the calculation.
- **Service areas** – Section 3.42.150, *Establishment of Transportation Service Areas and Fee Schedules*, and Attachment A to the Woodland TIF ordinance establishes the two Transportation Services Areas that encompass the City and its UGA.
- **Previously constructed system improvements** – Section 3.42.100(C), *Use of Funds*, allows for TIF to recoup costs previously incurred by the City for system improvements constructed that will serve new growth.

Attachment A – Transportation Impact Fee Ordinance

ORDINANCE NO. _____

AN ORDINANCE creating Chapter 3.42 of the Woodland Municipal Code to establish impact fees assessed on developers to mitigate the adverse impacts of development on transportation facilities.

WHEREAS, development of single family, multi-family residential development, condominiums and all multi-family structures, office, commercial, manufacturing, and industrial buildings are deemed to have a direct impact on transportation facilities inasmuch as an increased population and density thereof strains these city resources; and,

WHEREAS, it is necessary to assess certain fees which are proportionate to the impact of development in order to accommodate rapid growth in the city and the attendant strains on city capital assets of the transportation facilities; and,

WHEREAS, the state legislature has specifically authorized the imposition of impact fees under RCW 82.02.050, 82.02.090; and,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, STATE OF WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. That Woodland Municipal Code Title 3 shall contain a new section, under 3.42, “Development Impact Fees- Transportation” to provide as follows:

Chapter 3.42

Development Impact Fees- Transportation

- 3.42.005 Authority.
- 3.42.010 Purpose.
- 3.42.020 Definitions.
- 3.42.030 Payment of Impact Fees Required.
- 3.42.040 Exemptions.
- 3.42.050 Computing Required Impact Fees using Adopted Impact Fee Schedules.
- 3.42.060 Computing Required Impact Fees Based on an Independent Fee Calculation.
- 3.42.070 Credits.
- 3.42.080 Transportation Impact Fee Fund.
- 3.42.090 Refunds.
- 3.42.100 Use of Funds.
- 3.42.110 Review and Revision.
- 3.42.120 Modification of Fee.
- 3.42.130 Appeals.
- 3.42.140 Fire and Park, Recreation, Open Space or Trail Impact Fees, Coordination with Chapter 3.41.

- 3.42.150 Establishment of Transportation Service Areas and Fee Schedules.
- 3.42.160 Determining Transportation Impact Fee Schedules.
- 3.42.165 Project List.
- 3.42.170 Relationship to State Environmental Policy Act (SEPA).
- 3.42.180 Penalty Provision.
- 3.42.190 Severability.

3.42.005 Authority.

This chapter is adopted under RCW 82.02.050(2) which authorizes cities planning under the Growth Management Act, primarily codified at Chapter 36.70A RCW and Chapter 82.02 RCW, to assess, collect, and use impact fees to pay for capital projects related to transportation facilities in order to complete capital projects needed to accommodate growth. The City of Woodland is required to plan under the Growth Management Act and has adopted a Comprehensive Plan which includes a Capital Facilities Chapter which complies with RCW 36.70A.070(3), RCW 82.02.050(4), and all other applicable requirements. Consequently, the City of Woodland is authorized to impose, collect, and use impact fees. This chapter is adopted under the authority of Chapter 82.02 RCW.

3.42.010 Purpose.

The purpose of this chapter is to implement the capital facilities element of the Woodland Comprehensive Plan and the Growth Management Act by:

1. Developing a transportation impact fee program consistent with the Woodland Comprehensive Plan, the City of Woodland Transportation Plan, and the City of Woodland Capital Facilities Plan for joint public and private financing of transportation improvements necessitated in whole or in part by development in the city;
2. Ensuring adequate levels of service related to transportation within the city consistent with the Comprehensive Plan and Transportation Plan;
3. Creating a mechanism to charge and collect fees to ensure that all new development bears its proportionate share of the capital costs of system transportation facilities directly necessitated by new development, in order to provide an adequate level of transportation service consistent with the Comprehensive Plan and Transportation Plan;
4. Ensuring that the city pays its fair share of the capital costs of transportation facilities necessitated by public use of the transportation system; and
5. Ensuring fair collection and administration of such impact fees.

3.42.020 Definitions.

The following are definitions provided for administering the transportation impact fee. The public works director shall have the authority to resolve questions of interpretation or conflicts between definitions.

As used in this chapter:

“Capital facilities plan” means the adopted capital facilities element of the city’s comprehensive plan.

"City Council" and “Council” means the City Council of the City of Woodland.

“Clerk-Treasurer” means the clerk-treasurer of the city of Woodland or his/her designee.

“Comprehensive Plan” means the city’s adopted comprehensive plan required under the state Growth Management Act.

"Development" means all single family, multi-family residential development, condominiums, and all multi-family structures which require building permits (excluding remodeling or renovation permits which do not result in additional dwelling units) and non-residential development including, but not limited to office, commercial, manufacturing, and industrial projects.

“Development activity” means any construction or expansion of a building, or structure, or use, or any changes in the use of land, that creates additional demand and need for public facilities.

“Director” means the director of the department of public works of the city of Woodland or his/her designee.

“Impact fee or transportation impact fee” means a payment of money imposed upon development approval to pay for public streets and roads needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public streets and roads, that is a proportionate share of the cost of the public streets and roads, and that is used for public streets and roads that reasonably benefit the new development. “Impact fee” does not include a reasonable permit or application fee otherwise established by city council resolution.

“Jurisdiction” means a municipality or county.

“Project improvements” means site improvements and facilities that are planned and designed to provide service for a particular development project that are necessary for the use and convenience of the occupants or users of the project, and are not system improvements. No improvement or facility included in the capital facilities plan approved by the city council shall be considered a project improvement.

“Service area” means a geographic area defined by ordinance or intergovernmental agreement in which a defined set of public streets and roads provide service to the development within the area.

"Subdivision" means any subdivision or short platting of land, if approval is required pursuant to Title 16 of this code.

"System improvements" means public facilities that are included in the capital facilities plan and are designed to provide service areas within the community at large, in contrast to project improvements.

"Transportation Plan" means the city of Woodland's 2005 Transportation Plan, as adopted by the City Council as an element of the city's comprehensive plan, and such plan as amended.

3.42.030 Payment of Impact Fees Required.

1. Any person who applies for a building permit for any development activity or who undertakes any development activity within the city's corporate limits shall pay the transportation impact fees as set forth in this chapter to the City Clerk-Treasurer. The impact fees shall be paid before the City issues the building permit. No new building permit shall be issued until the required transportation impact fees have been paid to the City Clerk-Treasurer.
2. Mitigation of impacts on transportation facilities under the jurisdiction of an agency other than the city will be required when:
 - A. The other affected jurisdiction has reviewed the development's impact under its adopted impact fee/mitigation regulations and has recommended to the city that the city impose a requirement to mitigate the impacts; and
 - B. There is an interlocal agreement between the city and the affected jurisdiction specifically addressing transportation impact identification and mitigation.

3.42.040 Exemptions.

The transportation impact fees referenced in this chapter shall not apply to the following:

1. Any development or subdivision that is located outside the jurisdictional boundaries of the City, except through interlocal agreement.
2. Any development or subdivision for which the City requires payment of a fee pursuant to RCW 43.21C.060.
3. Alteration, expansion, enlargement, remodeling, rehabilitation, or conversion of an existing unit where no additional units are created and the use is not changed.
4. A change in use that results in no additional impact to the city's transportation system.
5. The construction of accessory structures that will not create additional transportation impacts on system improvements.
6. Miscellaneous improvements, including, but not limited to, fences, walls, swimming pools, and signs.

7. A structure moved from one location within the City to another location within the City. The vacated lot will not be exempted from paying all appropriate impact fees upon development.
8. New or expanded city facilities, public parks, or public park and ride facilities.

3.42.050 Computing Required Transportation Impact Fees using Adopted Impact Fee Schedules.

At the option of the person applying for the building permit or undertaking the development activity, the amount of the impact fees may be determined by the fee schedules in this section.

1. When using the transportation impact fee schedules, the transportation impact fees shall be calculated by using the following formula:

$$\begin{array}{l} \text{Number of units} \\ \text{of each use} \end{array} \quad \times \quad \begin{array}{l} \text{Transportation} \\ \text{Impact Fee amount} \\ \text{for a service area} \end{array} = \begin{array}{l} \text{Amount of Transportation Impact Fee that} \\ \text{shall be paid for that development use} \end{array}$$

- A. The number of units of each use determined as follows: (i) for residential uses it is the number of housing units for which a building permit application has been made and (ii) for office, retail, or manufacturing uses it is the gross floor area of building(s) to be used for each use expressed in square feet divided by 1,000 square feet, or in the units defined in the schedules.
- B. Using the formula in subsection (1), transportation impact fees shall be calculated separately for each use. The transportation impact fees that shall be paid are the sum of these calculations.
- C. If a development activity will include more than one use in a building or site, then the transportation impact fee shall be determined using the above schedule by apportioning the space committed to the various uses specified on the schedule.
- D. If the type of use or development activity is not specified on the transportation impact fee schedules in this section, the Clerk-Treasurer shall use the transportation impact fee applicable to the most comparable type of land use on the fee schedules. The Clerk-Treasurer shall be guided in the selection of a comparable type by the most recent *Trip Generation* manual (Institute of Transportation Engineers) or other recognized national standard. If the Clerk-Treasurer determines there is no comparable type of land use on the above fee schedule then he/she shall determine the proper fee by considering demographic or other documentation which is available from State, local, and regional authorities or by conducting an independent fee calculation.
- E. In the case of a change in use, development activity, redevelopment, or expansion or modification of an existing use, the transportation impact fee shall be based upon the net positive increase in the impact fee for the new development activity as compared to the previous development activity. The Clerk-Treasurer shall be guided in this determination by the sources and agencies listed above.

3.42.060 Computing required Transportation Impact Fees Based on an Independent Fee Calculation.

If a person required to pay impact fees decides not to have the transportation impact fees determined according to the schedules as referenced in this chapter, then the person shall prepare and submit to the Clerk-Treasurer an independent fee calculation study for the proposed development activity. Any person can decide to have an independent fee calculation study for one or more impact fees and use the impact fee schedules referenced in this chapter for one or more impact fees.

1. Any person submitting an independent transportation impact fee calculation study shall include the fee set by the City Council for reviewing independent transportation impact fee calculation studies. This fee may be set by ordinance or resolution.
2. The independent fee calculation study shall comply with the following standards:
 - A. The study shall follow accepted impact fee assessment practices and methodologies and be consistent with the methods used in developing the city's transportation impact fee schedules.
 - B. The study shall use acceptable data sources and the data shall be comparable with the uses and intensities proposed for the proposed development activity.
 - C. The study shall comply with the applicable State laws governing impact fees including RCW 82.02.060 or its successor.
 - D. The study, including any data collection and analysis, shall be prepared and documented by professionals qualified in their respective fields.
 - E. The study shall show the basis upon which the independent fee calculation was made.
3. The Clerk-Treasurer shall consider the study and documentation submitted by the person required to pay the impact fees, but is not required to accept the study if the Clerk-Treasurer decides the study is not accurate or reliable. The Clerk-Treasurer may, in the alternative, require the person submitting the study to submit additional or different documentation for consideration. If the Clerk-Treasurer decides that outside experts are needed to review the study, the applicant shall be responsible for paying for the reasonable cost of a review by outside experts. If an acceptable independent fee calculation study is not presented, the person shall pay the transportation impact fees based upon the process and schedules referenced in this chapter. If an acceptable independent fee calculation study is presented, the Clerk-Treasurer may adjust the fee to an appropriate amount.

3.42.070 Credits.

A fee payer can request that a credit or credits be awarded to him or her for the value of dedicated land, improvements or construction provided by the fee payer if the land, improvements and/or the facility constructed are included within the adopted capital facilities plan and transportation impact fee project list (Attachment A), and are required by the city as a condition of approving the development activity. The determination of the value shall be developed consistent with the assumptions and methods used by the city in estimating the costs for the system improvements for which credits are being requested. The credit amount shall be applied to the impact fee calculated for the particular development. If the amount of the credit is less than the amount of the fee, the fee payer shall pay the difference. In the event the amount of

the credit exceeds the amount of the impact fee due and owing by the feepayer, the city shall not be liable to the feepayer for the difference.

3.42.080 Transportation Impact Fee Fund.

There is created and established a special purpose, nonlapse transportation impact fee fund. As necessary, the city shall establish separate accounts within such fund and maintain records for each such account whereby transportation impact fees collected can be segregated by name in accordance with this chapter and WMC 3.40.

- A. All interest shall be retained in the account and expended for the purposes for which the impact fees were imposed.
- B. By April of each year, the city shall provide a report for the previous calendar year on each impact fee account showing the source and amount of moneys collected, earned or received and system improvements that were financed in whole or in part by impact fees.
- C. The transportation impact fees paid to the city shall be held and disbursed as follows:
 1. The transportation impact fees collected shall be placed in a deposit account within the impact fee fund;
 2. When the council appropriates capital improvement project (CIP) funds for a project on the project list, the fees held in the transportation impact fee fund shall be transferred to the CIP fund. The non-impact fee moneys appropriated for the project may comprise both the public share of the project cost and an advancement of that portion of the private share that has not yet been collected in transportation impact fees;
 3. The first money spent by the Clerk-Treasurer on a project after a council appropriation shall be deemed to be the fees from the impact fee fund;
 4. Fees collected after a project has been fully funded by means of one or more council appropriations shall constitute reimbursement to the city of the public moneys advanced for the private share of the project.
 5. All interest earned on transportation impact fees paid shall be retained in the account and expended for the purpose or purposes for which the transportation impact fees were imposed.
 6. Projects shall be funded by a balance between transportation impact fees and public funds, and shall not be funded solely by transportation impact fees.
 7. Transportation impact fees shall be expended or encumbered for a permissible use within six years of receipt, unless there exists an extraordinary or compelling reason for fees to be held longer than six years. The Clerk-Treasurer may recommend to the council that the city hold fees beyond six

years in cases where extraordinary or compelling reasons exist. Such reasons shall be identified in written findings by the council.

3.42.090 Refunds.

- A. If a city fails to expend or encumber the impact fees within six years of when the fees were paid unless extraordinary or compelling reasons exist, the current owner of the property on which transportation impact fees have been paid may receive a refund of such fees. In determining whether transportation impact fees have been expended or encumbered, transportation impact fees shall be considered expended or encumbered on a first in, first out basis.
- B. A developer may request and shall receive a refund when the developer does not proceed with the development activity for which transportation impact fees were paid, and the developer shows that no impact has resulted; however, any administrative fee for the transportation impact fee shall not be refunded.
- C. When the city seeks to terminate any or all impact fee requirements, all unexpended or unencumbered funds shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of claimants. Claimants shall request refunds as in subsection D of this section. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained by the city, but must be expended on any city projects. This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated.
- D. Owners seeking a refund of transportation impact fees must submit a written request for a refund of the fees to the city within one year of the date of the right to claim the refund arises or the date that notice is given, whichever is later.
- E. Any transportation impact fees for which no application for a refund has been made within this one-year period shall be retained by the city and expended on the appropriate public facilities.
- F. Refunds of transportation impact fees under this section shall include any interest earned on the impact fees by the city.

3.42.100 Use of Funds.

- A. Use of Transportation Impact Fees.

Transportation Impact Fees shall only be used for transportation system improvements identified in the capital facilities plan and on the project list as set forth herein.

- B. Transportation impact fees referenced in this chapter may be spent for public improvements, including but not limited to planning, land acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing and

administrative expenses, applicable impact fees or mitigation costs, capital equipment pertaining to planned facilities, and any other expenses which can be capitalized.

- C. Transportation impact fees may also be used to recoup public improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements or incurred costs.
- D. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of public improvements for which impact fees may be expended, impact fees may be used to pay the principal on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this section and are used to serve the new development.
- E. Shall only be imposed for system improvements that are reasonably related to the new development;
- F. Shall not exceed a proportionate share of the costs of system improvements that are reasonably related to the new development;
- G. Shall be used for system improvements that will reasonably benefit the new development; and
- H. May be collected and spent only for system improvements which are addressed by the Woodland Transportation Plan, as a subset of the Woodland Capital Facilities Plan.

3.42.110 Review and Revision.

Impact fees shall be reviewed by the city council as it may deem necessary and appropriate or in conjunction with the annual update of the capital facilities plan element of the city's comprehensive plan. Transportation impact fee rates shall be adjusted periodically to reflect changes in costs of land acquisition and construction, facility plan projects and anticipated growth. Such adjustments shall only become effective upon adoption by the city council of a modification to the capital facilities plan; provided, however, that the capital facilities plan may contain a provision for automatic revision of an impact fee rate no more often than annually to reflect the change in a generally recognized and applicable inflation/deflation index.

3.42.120 Modification of Fee.

- A. The city upon application by a developer supported by studies and data may reduce or eliminate such fee if it is shown that: (a) the formulae contained in this chapter does not accurately reflect actual impact; or (b) due to unusual circumstances where (i) facility improvements identified as impacted for the applicable service area are not reasonably related to the proposed development, or (ii) such facility improvements will not reasonably benefit the proposed development.
- B. Prior to making an application for a building permit or site plan approval, an applicant upon payment of the applicable fee may request an impact fee determination from the city, which determination shall be based upon information supplied by the applicant sufficient to permit

calculation of the transportation impact fee. The impact fee determination shall be binding upon the city for a period of one year unless there is a material change in the development proposal, the capital facilities plan or this chapter.

3.42.130 Appeals.

Appeals of transportation impact fees imposed pursuant to this chapter shall be governed by the provisions of Title 19 of this code. In the case of impact fees set pursuant to residential subdivision, residential short subdivision or site plan approval, the appeal shall be filed in conjunction with, and within the limitation period applicable to, the available administrative appeal from such approval. In the case of impact fees first imposed or recalculated or credits determined in conjunction with a building permit not involving subdivision, short subdivision or site plan approval, the appeal shall be filed as an appeal of a building permit pursuant to Section 19.06.040(C).

3.42.140 Fire and Park, Recreation, Open Space or Trail Impact Fees, Coordination with Chapter 3.41.

Fire and park, recreation, open space or trail impact fees shall be governed and administered by Chapter 3.41.

3.42.150 Establishment of Transportation Service Areas and Fee Schedules.

For the purpose of this chapter, the entire city is defined into ____ service areas, as shown on Attachment A.

A transportation impact fee schedule setting forth the amount of the transportation impact fees by development type to be paid by a development in a service area is set out in Attachment B, attached to the ordinance codified in this section, and incorporated herein by this reference.

3.42.160 Determining Transportation Impact Fee Schedules.

The Clerk-Treasurer shall calculate the transportation impact fees as set forth in Attachment B, attached to the ordinance codified in this section, subject to the provisions of this chapter.

In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:

1. The cost of public streets and roads necessitated by new development;
2. An adjustment to the cost of the public streets and roadways for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments,

taxes, or other payments earmarked for or pro-ratable to the particular system improvement;

3. The availability of other means of funding public street and roadway improvements;
4. The cost of existing public street and roadway improvements; and
5. The methods by which public street and roadway improvements were financed.

3.42.165 Project list.

1. The director shall commonly review the city's comprehensive land use and transportation plan ("comprehensive plan"), capital facilities plan, and the projects in Attachment C, attached to the ordinance codified in this section, and shall:

- A. Identify each project in the comprehensive plan that is growth-related and the proportion of each such project that is growth-related;
- B. Forecast the total moneys available from taxes and other public sources for road improvements over the next six years;
- C. Calculate the amount of impact fees already paid; and
- D. Identify those comprehensive plan projects that have been or are being built but whose performance capacity has not been fully utilized.

2. The director may use this information to prepare an annual draft amendment to Attachment C, which shall comprise:

- A. The projects on the comprehensive plan that are growth-related and that should be funded with forecast public moneys and the impact fees already paid;
- B. The projects already built or funded pursuant to this chapter whose performance capacity has not been fully utilized; and
- C. An update of the estimated costs of the projects listed.

C. The council, at the same time that it adopts the annual budget and appropriates funds for capital improvement projects, shall by separate ordinance establish the annual Attachment C by adopting, with or without modification, the director's draft list.

D. Once a project is placed on Attachment C, a fee shall be imposed on every development that impacts the project until the project is removed from the list by one of the following means:

1. The council by ordinance removes the project from Attachment C, in which case the fees already collected will be refunded if necessary to ensure that transportation impact fees remain reasonably related to the traffic impacts of

development that have paid an impact fee; provided, that a refund shall not be necessary if the council transfers the fees to the budget of another project that the council determines will mitigate essentially the same traffic impacts; or

2. The transportation impact fee share of the project has been fully funded, in which case the director shall administratively remove the project from the project list.

3.42.170 Relationship to State Environmental Policy Act (SEPA).

1. The transportation impact fee is additional and supplemental to, and not in substitution of, any other requirements imposed by the city on the development of land or the issuance of building permits.
2. The city shall not apply the transportation impact fee to mitigate the same transportation system impacts that are fully mitigated pursuant to the State Environmental Policy Act or other applicable law.
3. Further mitigation in addition to the impact fee shall be required for identified adverse impacts appropriate for mitigation pursuant to SEPA that are not mitigated by an impact fee.
4. Nothing in this chapter shall be construed to limit the city's authority to deny building permits when a proposal would result in significant adverse traffic impacts identified in an environmental impact statement and reasonable mitigation measures are insufficient to mitigate the identified impact.

3.42.180 Penalty Provision.

Any person, corporation, other entity, and any person directing the activities of such entities, who fails to comply with the provisions of this chapter shall be guilty of a gross misdemeanor as described by state law.

3.42.190 Severability.

Should any provision of this chapter be deemed invalid, unconstitutional, illegal or otherwise unlawful, the remainder shall remain in full force and effect.

Section 2. This ordinance shall become effective five days after passage, approval, and publication as provided by law.

ADOPTED this _____ day of _____, 2005.

CITY OF WOODLAND:

Douglas A. Monge

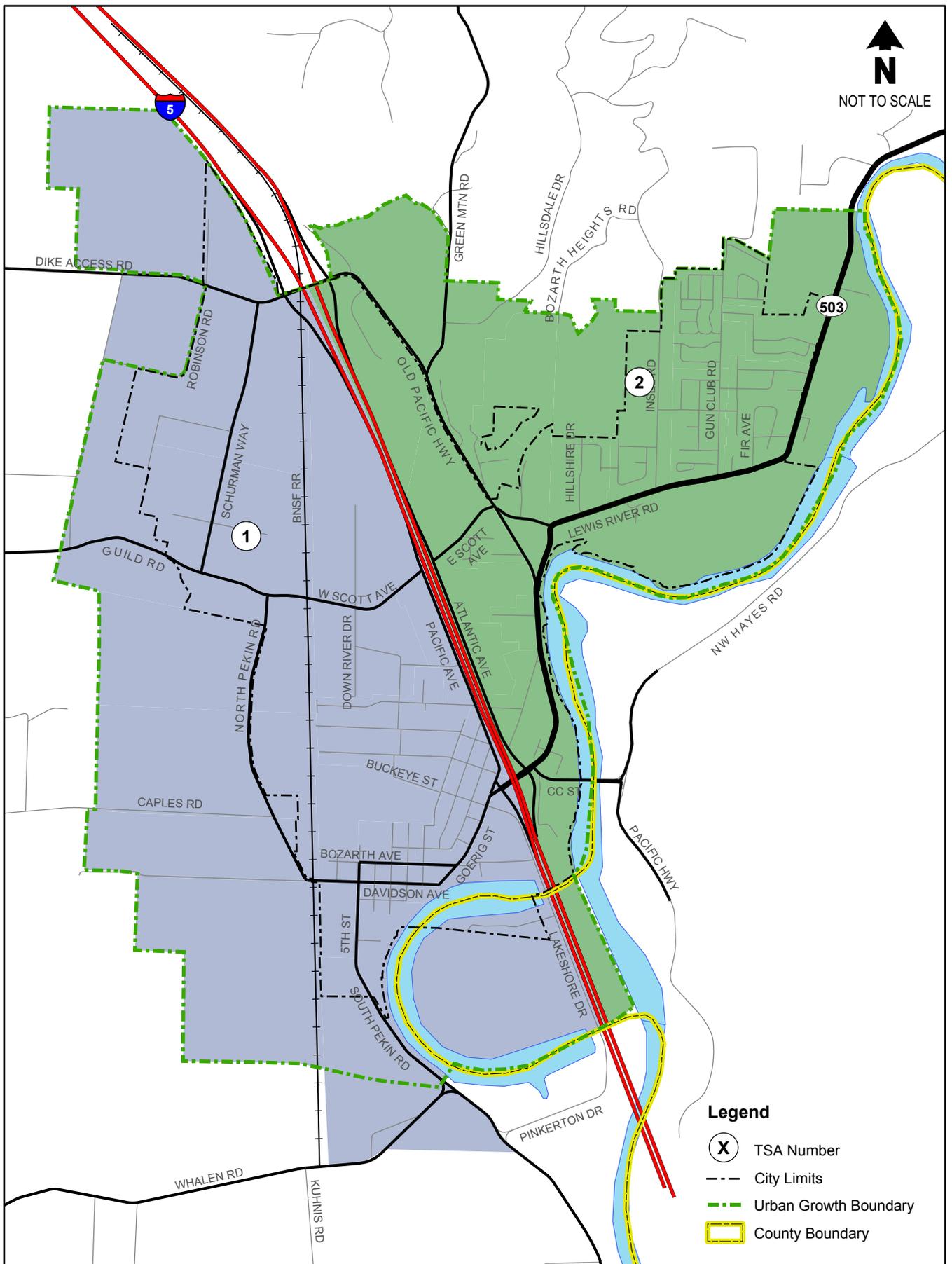
ATTEST:

Mari E. Ripp, Clerk/Treasurer

PUBLISHED: _____

APPROVED AS TO FORM:

Paul Brachvogel, City Attorney



Attachment A
Transportation Service Areas (TSA)
Woodland Transportation Impact Fee Program



Attachment B - City Of Woodland
Schedule of Transportation Impact Fees - Two Transportation Service Area (TSA 1) (West of I-5)

Land Use Category - ITE 7th Edition	Notes	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor ** (2)	Net New Trip Rate (4)	Impact Fee Per Unit (5)
RESIDENTIAL							
Single-Family Detached Housing	3	210	1.01	Dwelling Unit	1.00	1.01	\$888
Apartment	3	220	0.62	Dwelling Unit	1.00	0.62	\$545
Low-Rise Apartment (1-2 Floors)	3	221	0.58	Occupied Dwelling Unit	1.00	0.58	\$510
Residential Condominium/Townhouse	3	230	0.52	Dwelling Unit	1.00	0.52	\$457
Mobile Home Park	3	240	0.59	Occupied Dwelling Unit	1.00	0.59	\$519
Senior Adult Housing-Detached	3	251	0.26	Dwelling Unit	1.00	0.26	\$229
Senior Adult Housing-Attached		252	0.11	Occupied Dwelling Unit	1.00	0.11	\$97
Congregate Care Facility	1	253	0.17	Occupied Dwelling Unit	1.00	0.17	\$149
Recreational Homes	1	260	0.26	Dwelling Unit	1.00	0.26	\$229
INSTITUTIONAL							
County Park	1	412	0.06	Acre	1.00	0.06	\$53
Beach Park	1	415	1.30	Acre	1.00	1.30	\$1,143
Regional Park	1	417	0.20	Acre	1.00	0.20	\$176
Golf Course	1	430	0.30	Acre	1.00	0.30	\$264
Multipurpose Recreational Facility	1	435	3.35	1,000 sf GFA	1.00	3.35	\$2,945
Movie Theater with Matinee	1	444	0.07	Seat	1.00	0.07	\$62
Casino/Video Lottery Establishment		473	13.43	1,000 sf GFA	1.00	13.43	\$11,805
Tennis Courts	1	490	3.88	Tennis Court	1.00	3.88	\$3,411
Health/Fitness Club	1	492	4.05	1,000 sf GFA	1.00	4.05	\$3,560
Elementary School	4	520	n/a	1,000 sf GFA	1.00	n/a	n/a
Middle School/Junior High School		522	1.19	1,000 sf GFA	1.00	1.19	\$1,046
High School		530	0.97	1,000 sf GFA	1.00	0.97	\$853
Church		560	0.66	1,000 sf GFA	1.00	0.66	\$580
Day Care Center		565	13.18	1,000 sf GFA	1.00	13.18	\$11,585
Library		590	7.09	1,000 sf GFA	1.00	7.09	\$6,232
Hospital		610	1.18	1,000 sf GFA	1.00	1.18	\$1,037
Nursing Home		620	0.42	1,000 sf GFA	1.00	0.42	\$369
BUSINESS & COMMERCIAL							
Hotel		310	0.59	Room	1.00	0.59	\$519
All Suites Hotel	1	311	0.40	Room	1.00	0.40	\$352
Motel		320	0.47	Room	1.00	0.47	\$413
Resort Hotel	3	330	0.42	Room	1.00	0.42	\$369
Building Materials and Lumber Store	2(a), 3	812	4.49	1,000 sf GFA	0.75	3.37	\$2,960
Free-Standing Discount Superstore		813	3.87	1,000 sf GFA	0.72	2.79	\$2,449
Specialty Retail Center	1, 2(b), 3	814	2.71	1,000 sf GLA	0.66	1.79	\$1,572
Free-Standing Discount Store		815	5.06	1,000 sf GFA	0.83	4.20	\$3,692
Hardware/Paint Store	3	816	4.84	1,000 sf GFA	0.74	3.58	\$3,148
Nursery (Garden Center)	2(a)	817	3.80	1,000 sf GFA	0.72	2.74	\$2,405
Nursery (Wholesale)	2(a)	818	5.17	1,000 sf GFA	0.72	3.72	\$3,272
Shopping Center	5	820	n/a	1,000 sf GLA	0.66	n/a	n/a
Factory Outlet Center	2(b)	823	2.29	1,000 sf GFA	0.66	1.51	\$1,329
Quality Restaurant		931	7.49	1,000 sf GFA	0.56	4.19	\$3,687
High Turnover (Sit-Down) Restaurant		932	10.92	1,000 sf GFA	0.57	6.22	\$5,471
Fast Food Restaurant without Drive-Through	1, 2(g)	933	26.15	1,000 sf GFA	0.50	13.08	\$11,493
Fast Food Restaurant with Drive-Through		934	34.64	1,000 sf GFA	0.50	17.32	\$15,224
Quick Lubrication Vehicle Shop	2(c)	941	5.19	Servicing Position	0.57	2.96	\$2,600
Automobile Care Center	1, 2(c)	942	3.38	1,000 sf GLA	0.57	1.93	\$1,693
New Car Sales	2(a)	841	2.64	1,000 sf GFA	0.75	1.98	\$1,740
Automobile Parts Sales	1,3	843	5.98	1,000 sf GFA	0.57	3.41	\$2,996
Gasoline/Service Station		944	13.86	Vehicle Fueling Position	0.58	8.04	\$7,066
Gasoline/Service Station w/ Convenience Market		945	13.38	Vehicle Fueling Position	0.44	5.89	\$5,175
Gasoline/Service Station w/ Convenience Market & Car Wash	2(h)	946	13.33	Vehicle Fueling Position	0.44	5.87	\$5,156
Self-Service Car Wash	2(d)	947	5.54	Wash Stall	0.53	2.94	\$2,581
Tire Store		848	4.15	1,000 sf GFA	0.72	2.99	\$2,626
Tire Superstore	2(e)	849	2.11	1,000 sf GFA	0.72	1.52	\$1,335
Supermarket	3	850	10.45	1,000 sf GFA	0.64	6.69	\$5,879
Convenience Market (Open 24 Hours)		851	52.41	1,000 sf GFA	0.39	20.44	\$17,967
Convenience Market (Open 15-16 Hours)	1, 2(i)	852	34.57	1,000 sf GFA	0.39	13.48	\$11,851
Convenience Market with Gasoline Pumps		853	19.22	Vehicle Fueling Position	0.34	6.53	\$5,744
Discount Supermarket	3	854	8.90	1,000 sf GFA	0.77	6.85	\$6,024
Discount Club	2(f)	861	4.24	1,000 sf GFA	0.77	3.26	\$2,870
Home Improvement Superstore		862	2.45	1,000 sf GFA	0.52	1.27	\$1,120
Electronic Superstore	1	863	4.50	1,000 sf GFA	0.60	2.70	\$2,373
Toy/Children's Superstore	1, 2(b)	864	4.99	1,000 sf GFA	0.66	3.29	\$2,895
Apparel Store	2(b)	870	3.83	1,000 sf GFA	0.66	2.53	\$2,222
Pharmacy/Drug Store without Drive-Through		880	8.42	1,000 sf GFA	0.47	3.96	\$3,479
Pharmacy/Drug Store with Drive-Through		881	8.62	1,000 sf GFA	0.51	4.40	\$3,864
Furniture Store		890	0.46	1,000 sf GFA	0.47	0.22	\$190
Video Rental Store	2(d), 3	896	13.60	1,000 sf GFA	0.53	7.21	\$6,336
Walk-in Bank	1, 2(d)	911	33.15	1,000 sf GFA	0.53	17.57	\$15,444
Drive-in Bank		912	45.74	1,000 sf GFA	0.53	24.24	\$21,309

Schedule of Transportation Impact Fees - Two Transportation Service Area (TSA 1) (West of I-5)

Land Use Category - ITE 7th Edition	Notes	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor** (2)	Net New Trip Rate (4)	Impact Fee Per Unit (5)
OFFICE							
Clinic	1	630	1.23	Employee	1.00	1.23	\$1,081
General Office Building	3	710	1.49	1,000 sf GFA	1.00	1.49	\$1,310
Corporate Headquarters Building	3	714	1.40	1,000 sf GFA	1.00	1.40	\$1,231
Single Tenant Office Building	3	715	1.73	1,000 sf GFA	1.00	1.73	\$1,521
Medical-Dental Office Building	3	720	3.72	1,000 sf GFA	1.00	3.72	\$3,270
United States Post Office		732	10.89	1,000 sf GFA	1.00	10.89	\$9,572
Office Park	3	750	1.50	1,000 sf GFA	1.00	1.50	\$1,319
Research and Development Center	3	760	1.08	1,000 sf GFA	1.00	1.08	\$949
Business Park	3	770	1.29	1,000 sf GFA	1.00	1.29	\$1,134
INDUSTRIAL							
General Light Industrial	3	110	0.98	1,000 sf GFA	1.00	0.98	\$861
General Heavy Industrial	1	120	0.88	Employee	1.00	0.88	\$774
Industrial Park		130	0.86	1,000 sf GFA	1.00	0.86	\$756
Manufacturing	3	140	0.74	1,000 sf GFA	1.00	0.74	\$650
Warehousing	3	150	0.47	1,000 sf GFA	1.00	0.47	\$413
Mini-Warehouse		151	0.26	1,000 sf GFA	1.00	0.26	\$229
Utilities	1	170	0.76	1,000 sf GFA	1.00	0.76	\$668
PORT and TERMINAL							
Truck Terminal	1	30	0.55	Employee	1.00	0.55	\$483
Park-and-Ride Lot with Bus Service	3	90	0.62	Parking Space	1.00	0.62	\$545

* Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area.

** The Pass-By Trip Reduction Factor reduces the Average Trip Rate based on average Pass-By trip percentages published in the *ITE Trip Generation Handbook* (2nd Edition, 2004).

NET NEW TRIP RATE CALCULATION:

ITE Trip Rate	X	Pass-By Reduction Factor	=	Net New Trip Rate
(1)		(2)		(3)

IMPACT FEE CALCULATION:

Net New Trip Rate	X	\$879 Per New PM Peak Hour Trip	=	Impact Fee per Unit of Development
(3)				(4)

NOTES:

(1) *Trip Generation* (7th Edition, 2003) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.

(2) No pass-by rates are available. Pass-by rates were estimated from other similar uses.

Code	Land Use	Pass-By Trip Reduction Factor
2 (a)	No Data Available 25% Estimated Pass-by	0.75
2 (b)	Shopping Center (850)	0.66
2 (c)	Auto Parts Sales (843)	0.57
2 (d)	Bank/Drive-In (912)	0.53
2 (e)	Tire Store (848)	0.72
2 (f)	Discount Supermarket (854)	0.77
2 (g)	Fast Food Restaurant with Drive-Through (934)	0.50
2 (h)	Gasoline/Service Station w/ Convenience Market (945)	0.44
2 (i)	Convenience Market (24 Hr) (851)	0.39

(3) Alternatively, the PM peak hour trip regression equation in *Trip Generation* can be used instead of the average trip rate identified in the table.

However the equation must be used according to the instructions in *Trip Generation*.

(4) No Average PM peak hour trip rate available. Need to perform own PM peak hour traffic count for the identified land use to calculate impact fee.

(5) *ITE Trip Generation* (7th Edition, 2003) equation used instead of trip rate.

SOURCE: The Transpo Group (2005). Intended for the sole use by the City of Woodland.

Attachment B - City Of Woodland
Schedule of Transportation Impact Fees - Two Transportation Service Area (TSA 2) (East of I-5)

Land Use Category - ITE 7th Edition	Notes	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor ** (2)	Net New Trip Rate (4)	Impact Fee Per Unit (5)
RESIDENTIAL							
Single-Family Detached Housing	3	210	1.01	Dwelling Unit	1.00	1.01	\$1,416
Apartment	3	220	0.62	Dwelling Unit	1.00	0.62	\$869
Low-Rise Apartment (1-2 Floors)	3	221	0.58	Occupied Dwelling Unit	1.00	0.58	\$813
Residential Condominium/Townhouse	3	230	0.52	Dwelling Unit	1.00	0.52	\$729
Mobile Home Park	3	240	0.59	Occupied Dwelling Unit	1.00	0.59	\$827
Senior Adult Housing-Detached	3	251	0.26	Dwelling Unit	1.00	0.26	\$365
Senior Adult Housing-Attached		252	0.11	Occupied Dwelling Unit	1.00	0.11	\$154
Congregate Care Facility	1	253	0.17	Occupied Dwelling Unit	1.00	0.17	\$238
Recreational Homes	1	260	0.26	Dwelling Unit	1.00	0.26	\$365
INSTITUTIONAL							
County Park	1	412	0.06	Acre	1.00	0.06	\$84
Beach Park	1	415	1.30	Acre	1.00	1.30	\$1,823
Regional Park	1	417	0.20	Acre	1.00	0.20	\$280
Golf Course	1	430	0.30	Acre	1.00	0.30	\$421
Multipurpose Recreational Facility	1	435	3.35	1,000 sf GFA	1.00	3.35	\$4,697
Movie Theater with Matinee	1	444	0.07	Seat	1.00	0.07	\$98
Casino/Video Lottery Establishment		473	13.43	1,000 sf GFA	1.00	13.43	\$18,829
Tennis Courts	1	490	3.88	Tennis Court	1.00	3.88	\$5,440
Health/Fitness Club	1	492	4.05	1,000 sf GFA	1.00	4.05	\$5,678
Elementary School	4	520	n/a	1,000 sf GFA	1.00	n/a	n/a
Middle School/Junior High School		522	1.19	1,000 sf GFA	1.00	1.19	\$1,668
High School		530	0.97	1,000 sf GFA	1.00	0.97	\$1,360
Church		560	0.66	1,000 sf GFA	1.00	0.66	\$925
Day Care Center		565	13.18	1,000 sf GFA	1.00	13.18	\$18,478
Library		590	7.09	1,000 sf GFA	1.00	7.09	\$9,940
Hospital		610	1.18	1,000 sf GFA	1.00	1.18	\$1,654
Nursing Home		620	0.42	1,000 sf GFA	1.00	0.42	\$589
BUSINESS & COMMERCIAL							
Hotel		310	0.59	Room	1.00	0.59	\$827
All Suites Hotel	1	311	0.40	Room	1.00	0.40	\$561
Motel		320	0.47	Room	1.00	0.47	\$659
Resort Hotel	3	330	0.42	Room	1.00	0.42	\$589
Building Materials and Lumber Store	2(a), 3	812	4.49	1,000 sf GFA	0.75	3.37	\$4,721
Free-Standing Discount Superstore		813	3.87	1,000 sf GFA	0.72	2.79	\$3,907
Specialty Retail Center	1, 2(b), 3	814	2.71	1,000 sf GLA	0.66	1.79	\$2,508
Free-Standing Discount Store		815	5.06	1,000 sf GFA	0.83	4.20	\$5,888
Hardware/Paint Store	3	816	4.84	1,000 sf GFA	0.74	3.58	\$5,021
Nursery (Garden Center)	2(a)	817	3.80	1,000 sf GFA	0.72	2.74	\$3,836
Nursery (Wholesale)	2(a)	818	5.17	1,000 sf GFA	0.72	3.72	\$5,219
Shopping Center	5	820	n/a	1,000 sf GLA	0.66	n/a	n/a
Factory Outlet Center	2(b)	823	2.29	1,000 sf GFA	0.66	1.51	\$2,119
Quality Restaurant		931	7.49	1,000 sf GFA	0.56	4.19	\$5,881
High Turnover (Sit-Down) Restaurant		932	10.92	1,000 sf GFA	0.57	6.22	\$8,727
Fast Food Restaurant without Drive-Through	1, 2(g)	933	26.15	1,000 sf GFA	0.50	13.08	\$18,331
Fast Food Restaurant with Drive-Through		934	34.64	1,000 sf GFA	0.50	17.32	\$24,283
Quick Lubrication Vehicle Shop	2(c)	941	5.19	Servicing Position	0.57	2.96	\$4,148
Automobile Care Center	1, 2(c)	942	3.38	1,000 sf GLA	0.57	1.93	\$2,701
New Car Sales	2(a)	841	2.64	1,000 sf GFA	0.75	1.98	\$2,776
Automobile Parts Sales	1,3	843	5.98	1,000 sf GFA	0.57	3.41	\$4,779
Gasoline/Service Station		944	13.86	Vehicle Fueling Position	0.58	8.04	\$11,270
Gasoline/Service Station w/ Convenience Market		945	13.38	Vehicle Fueling Position	0.44	5.89	\$8,254
Gasoline/Service Station w/ Convenience Market & Car Wash	2(h)	946	13.33	Vehicle Fueling Position	0.44	5.87	\$8,223
Self-Service Car Wash	2(d)	947	5.54	Wash Stall	0.53	2.94	\$4,117
Tire Store		848	4.15	1,000 sf GFA	0.72	2.99	\$4,189
Tire Superstore	2(e)	849	2.11	1,000 sf GFA	0.72	1.52	\$2,130
Supermarket	3	850	10.45	1,000 sf GFA	0.64	6.69	\$9,377
Convenience Market (Open 24 Hours)		851	52.41	1,000 sf GFA	0.39	20.44	\$28,657
Convenience Market (Open 15-16 Hours)	1, 2(i)	852	34.57	1,000 sf GFA	0.39	13.48	\$18,902
Convenience Market with Gasoline Pumps		853	19.22	Vehicle Fueling Position	0.34	6.53	\$9,162
Discount Supermarket	3	854	8.90	1,000 sf GFA	0.77	6.85	\$9,608
Discount Club	2(f)	861	4.24	1,000 sf GFA	0.77	3.26	\$4,577
Home Improvement Superstore		862	2.45	1,000 sf GFA	0.52	1.27	\$1,786
Electronic Superstore	1	863	4.50	1,000 sf GFA	0.60	2.70	\$3,785
Toy/Children's Superstore	1, 2(b)	864	4.99	1,000 sf GFA	0.66	3.29	\$4,617
Apparel Store	2(b)	870	3.83	1,000 sf GFA	0.66	2.53	\$3,544
Pharmacy/Drug Store without Drive-Through		880	8.42	1,000 sf GFA	0.47	3.96	\$5,548
Pharmacy/Drug Store with Drive-Through		881	8.62	1,000 sf GFA	0.51	4.40	\$6,163
Furniture Store		890	0.46	1,000 sf GFA	0.47	0.22	\$303
Video Rental Store	2(d), 3	896	13.60	1,000 sf GFA	0.53	7.21	\$10,106
Walk-in Bank	1, 2(d)	911	33.15	1,000 sf GFA	0.53	17.57	\$24,632
Drive-in Bank		912	45.74	1,000 sf GFA	0.53	24.24	\$33,988

Schedule of Transportation Impact Fees - Two Transportation Service Area (TSA 2) (East of I-5)

Land Use Category - ITE 7th Edition	Notes	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor** (2)	Net New Trip Rate (4)	Impact Fee Per Unit (5)
OFFICE							
Clinic	1	630	1.23	Employee	1.00	1.23	\$1,724
General Office Building	3	710	1.49	1,000 sf GFA	1.00	1.49	\$2,089
Corporate Headquarters Building	3	714	1.40	1,000 sf GFA	1.00	1.40	\$1,963
Single Tenant Office Building	3	715	1.73	1,000 sf GFA	1.00	1.73	\$2,425
Medical-Dental Office Building	3	720	3.72	1,000 sf GFA	1.00	3.72	\$5,215
United States Post Office		732	10.89	1,000 sf GFA	1.00	10.89	\$15,268
Office Park	3	750	1.50	1,000 sf GFA	1.00	1.50	\$2,103
Research and Development Center	3	760	1.08	1,000 sf GFA	1.00	1.08	\$1,514
Business Park	3	770	1.29	1,000 sf GFA	1.00	1.29	\$1,809
INDUSTRIAL							
General Light Industrial	3	110	0.98	1,000 sf GFA	1.00	0.98	\$1,374
General Heavy Industrial	1	120	0.88	Employee	1.00	0.88	\$1,234
Industrial Park		130	0.86	1,000 sf GFA	1.00	0.86	\$1,206
Manufacturing	3	140	0.74	1,000 sf GFA	1.00	0.74	\$1,037
Warehousing	3	150	0.47	1,000 sf GFA	1.00	0.47	\$659
Mini-Warehouse		151	0.26	1,000 sf GFA	1.00	0.26	\$365
Utilities	1	170	0.76	1,000 sf GFA	1.00	0.76	\$1,066
PORT and TERMINAL							
Truck Terminal	1	30	0.55	Employee	1.00	0.55	\$771
Park-and-Ride Lot with Bus Service	3	90	0.62	Parking Space	1.00	0.62	\$869

* Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area.

** The Pass-By Trip Reduction Factor reduces the Average Trip Rate based on average Pass-By trip percentages published in the *ITE Trip Generation Handbook* (2nd Edition, 2004).

NET NEW TRIP RATE CALCULATION:

ITE Trip Rate	X	Pass-By Reduction Factor	=	Net New Trip Rate
(1)		(2)		(3)

IMPACT FEE CALCULATION:

Net New Trip Rate	X	\$1,402 Per New PM Peak Hour Trip	=	Impact Fee per Unit of Development
(3)				(4)

NOTES:

- (1) *Trip Generation* (7th Edition, 2003) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.
- (2) No pass-by rates are available. Pass-by rates were estimated from other similar uses.

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- (4) No Average PM peak hour trip rate available. Need to perform own PM peak hour traffic count for the identified land use to calculate impact fee.
- (5) *ITE Trip Generation* (7th Edition, 2003) equation used instead of trip rate.

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