

The City of Bothell Traffic Mitigation Worksheet For County Developments Impacting City Streets

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

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

- **Option A.** If a development generates less than ten peak-hour trips and the applicant chooses Option A for mitigation payment (standard payment by percent of County impact fee), then the applicant will generally only have to fill out the first two sections of this traffic worksheet and complete a mitigation offer (see Section Two below).
- **Option B.** If a development generates more than ten peak-hour trips, or if the applicant chooses Option B for mitigation payment (comprehensive impact analysis), then the applicant will have to fill out the Section One of this worksheet, complete a separate traffic study consistent with the requirements in Section Three, and complete a mitigation offer (see Section Three below).
- **Submittal of Documents.** Applicants should submit all documents to the County.
- **Supplemental Information.** Following review of the documents submitted, the City may request supplemental information and analysis as necessary to determine the impacts of the development in accordance with the County/City ILA. The County will require the proposed development to submit the supplemental information and analysis to the extent that the County determines that it is necessary to determine the impacts of the development.
- **Impacts on Access or Circulation.** The City may request improvements to existing City streets to provide safe and efficient access and/or circulation. In some instances, the City might request provisions for future City streets identified in the Comprehensive Plan. If so, the City will request specific additional information through the County.
- **Frontage Improvements, Right of Way, and Access Point Requirements.** Any County development which takes access from a City street or fronts on a City right-of-way may also be required to provide frontage improvements, dedicate or deed right-of-way, and meet access-point requirements consistent with City standards. If this may be the case, provide appropriate analysis and documentation to enable the City and the County to determine what standards and requirements to apply.
- **Traffic mitigation offer.** The applicant shall complete a traffic mitigation offer to the City that summarizes the mitigation identified in the City traffic worksheet and any additional traffic impacts. This will facilitate timely review of the development and processing of the application. The form to use for the mitigation offer is titled “Traffic Mitigation Offer to the City.” This form is typically provided to all applicants along with this traffic study checklist. In addition, copies are available from either the City or County. See Section Five below.

Section One (1) Worksheet General Information

1. Name of Proposed Development _____

2. County Development File Number (if known) _____

3.

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

4. Development Site Address _____

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

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

7. ADT expected to be generated by the proposed development? (For many common types of developments this information can be provided by the County or the City. For more complex developments trip generation may have to be determined under section three below)

_____ AM Peak Hour _____ PM Peak Hour _____ Average Daily Trips (ADT)

8. Proportionate Share Impact Mitigation: All applicants have two options in determining the amount of their traffic mitigation payment:

_____ For determining the amount based on a percentage of the City fee go to section two.

_____ For determining the amount based on a comprehensive traffic study go to section three.

Section Two (2) Proportionate Share Determination

2(a) Calculation of Payment Amount

1.1 Standard default percentage of trips impacting City streets as shown on the Development Traffic Percentage Influence Area Map in Section 6 below _____%

OR

1.2 Estimated percentage of trips impacting City impact fee cost basis projects shown on attached trip distribution is _____%

(Note: See author’s qualifications in Section Three below.)

2. PM Peak Hour Trip Generation: _____

3. City Impact Fee Rate* \$ _____

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

4. Calculation of Proportionate Share Impact Mitigation

_____	X	_____	X	=	\$ _____
% of trips (#1.1 or 1.2 above)		PM Peak- Hour Trips (#2 above)			Proportionate share mitigating payment
		Fee Rate (#3 above)			

2(b) Determining whether or not an additional traffic study is necessary

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

_____ No. Skip section three and go to section four.

_____ Yes. Read the introduction to section three and skip to section 3(b).

Section Three (3) Traffic Study Requirements

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

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

3(a) Proportionate share impact mitigation based on comprehensive impact analysis:

Percentages differing from those shown in Section Six, based on the traffic study, may be considered for individual developments on a case-by-case basis. The provision for consideration of independent traffic studies is specified in the City's Transportation Impact Fee program (BMC 17.045.006). If an applicant chooses to calculate the proportionate share based on a PM peak hour trip distribution then, they must estimate the percentage of trips entering the City from the distribution:

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

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

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

3(c) Additional Analysis

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

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

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

Impacts on Documented Safety Problem Locations for Developments Generating More Than Fifty (50) Peak Hour Trips

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

Impacts on Access or Circulation

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

Frontage Improvements, Right of Way, and Access Point Requirements

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

Section Four (4) Traffic Mitigation Offer to the City

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

Section Five (5) City and County Contact Information

5(a) City Contact information

Wasim Khan, P.E.
Transportation Engineer
City of Bothell
18415 101st Ave NE
Bothell, WA 98011

(425) 806-6773

wasim.khan@bothellwa.gov

City Web Site:

<http://www.bothellwa.gov/CityServices/PublicWorks/TransportationIssues.aspx?p=1289>

If the link doesn't work:

- Go to the City's web site at <http://www.bothellwa.gov>,
- Click City Services
- Click Public Works
- Click Transportation
- Click Transportation Impact Fee Program

5(b) County Contact information

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

PDS Traffic Reviewers 425-388-3311

DPW Traffic 425-388-3184

Mark Brown, mark.brown@snoco.org

Elbert Esparza, elbert.esparza@snoco.org

Ann Goetz, ann.goetz@snoco.org

David Irwin david.irwin@snoco.org

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

If the link does not work:

- Go to the County's web site at "www.Snohomishcountywa.gov/"
- Click on the "Your Government" on the upper left side of the screen
- Under Community & Business Services click on the "Public Works" link
- Click on the "Roads Central" link on the left side of the screen
- Click on the "Transportation & Environmental Services on the left side of the screen
- Click on the "Traffic Mitigation & Concurrency link on the left side of the screen and scroll down to find the appropriate map or document
- To find the Bothell Reciprocal Traffic Mitigation Agreements, Forms & Information, click on the link titled "Reciprocal Traffic Mitigation Agreements, Forms & Information", then scroll down to the section for Bothell.

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

Table for the Estimated Percentage of Trips from County Developments Impacting City Streets*

Sub-Area ID#	County Mitigation Subareas	% *
County Area 1	Inside TSA F, west of Swamp Creek and east of I-5	20%
County Area 2	Inside TSA's D and F, east of Swamp Creek and west of North Creek	25%
County Area 3	Inside TSA's D, E and F, east of North Creek, west of Little Bear Creek and north of SR 524. Also, inside TSA D, east of North Creek, west of 35 th AV SE and south of Mill Creek City limits.	30%
County Area 4	Inside TSA E east of North Creek, west of Little Bear Creek and south of SR 524.	50%
County Area 5	Inside TSA E, east of Little Bear Creek, west of Broadway Ave	10%

* (Percentages different than those shown may be considered on a case-by-case basis based on a traffic study.)

County and City Development Traffic Percentage Influence Area Map

- Percentage of Trips from County Development Impacting City Streets.
- Percentage of Trips from City Development Impacting County Roads.

