INTRODUCTION

The Capital Facilities and Utilities Element is used to demonstrate that all capital facilities serving Lynnwood support the current and future population and economy. Capital facilities, also referred to as public facilities, include the transportation system (roadways, sidewalks, street lights, and traffic signals), domestic water, sanitary sewer and stormwater systems, park and recreational facilities, and other community buildings. This Element consists of two components: the twenty-year plan and the six-year plan. The twenty-year plan, which is this chapter, contains capital facilities related goals and policies that are consistent with other goals and policies of the Comprehensive Plan. The Capital Facilities Plan is a six-year plan that contains an inventory of existing and proposed capital facilities, forecasts the future needs of facilities for six years, identifies deficiencies in capital facilities and the actions necessary to meet such deficiencies, and contains a six-year finance plan. The Capital Facilities Plan is a separate document which is reviewed and updated by the City annually to coincide with the City Council budgeting process. The Utilities portion of this Element includes a summary of the privately owned utilities, such as electrical, telecommunication, and cable lines, and natural gas facilities.

Economic Considerations

Lynnwood’s development policy is that new development will pay for the portion of facility improvements related to its demand on the system. These improvements to the City’s utility systems allow for a more equitable distribution of costs and help to keep rates lower.

In cases where one development occurs prior to another and is not adjacent to existing infrastructure, the new development may have to extend utilities across the frontage of another undeveloped site and incur the cost of such extensions. Lynnwood has some mechanisms of reimbursement, such as a latecomers agreement, to provide a mechanism for fair share financing in such cases. The original developer would be reimbursed for costs associated with the portion of the extension that is later used by another developer.

In limited cases, and with City Council approval, the City allows extensions of utilities outside of the city limits. Because general rates should not be used to fund and operate systems outside of the City boundaries, differential rates and/or connections fees are established to ensure that City residents are not subsidizing service outside of City boundaries.

OBJECTIVE

The objective of the Capital Facilities and Utilities Element is to coordinate improvement necessary to accommodate orderly growth, set policies direction for capital improvements and ensure they are provided in an effective and timely manner.
The following is a summary of the capital facilities and utilities providing service within the City of Lynnwood. Separate documents containing the detailed inventory are listed in the right-hand column of the table. For outside agencies that provide services within Lynnwood, document names (if available) are listed in the right-hand column.

<table>
<thead>
<tr>
<th>Facilities</th>
<th>Inventory Description</th>
<th>Related Document</th>
</tr>
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<tbody>
<tr>
<td><strong>City of Lynnwood</strong></td>
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<tr>
<td>Transportation</td>
<td>The Transportation Element contains a generalized inventory of Lynnwood’s transportation system. A detailed inventory is kept by the Public Works Department. Lynnwood annually prepares and adopts the Six-Year Transportation Improvement Program (TIP). This plan lists street and non-motorized projects and revenue sources. This plan is prepared for transportation project scheduling, prioritization and grant eligibility purposes.</td>
<td>Transportation Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI); Six-Year TIP; Transportation Business Plan, City Center Street Master Plan; Non-Motorized Multimodal Plan</td>
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<tr>
<td>Water</td>
<td>Lynnwood’s water system includes approximately 168 miles of water mains, two pressure reducing stations, two reservoirs, one booster pump station and other related appurtenances.</td>
<td>City of Lynnwood Water Comprehensive Plan, Section 1.4; Comprehensive Water, Sewer and Storm Utility Rate Study</td>
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<tr>
<td>Sewer (Wastewater)</td>
<td>Lynnwood’s wastewater system is comprised of approximately 100 miles of gravity pipe. These gravity lines are fed into six existing sewer lift stations which then pump into gravity interceptors, and eventually to the Waste Water Treatment Plant (WWTP) which is located on the Puget Sound.</td>
<td>City of Lynnwood Wastewater Comprehensive Plan, Sections 6.1 and 6.2; Comprehensive Water, Sewer and Storm Utility Rate Study</td>
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<tr>
<td>Stormwater (Surface Water)</td>
<td>Lynnwood has 18 different drainage basins throughout the City, and maintains all associated drainage infrastructure. Operation, maintenance and management of the stormwater system is funded through the City’s Surface Water Utility.</td>
<td>City of Lynnwood Surface Water Management Comprehensive Plan; Comprehensive Water, Sewer and Storm Utility Rate Study</td>
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<tr>
<td>Parks &amp; Recreation</td>
<td></td>
<td>Parks and Recreation Plan; Parks, Recreation and Open Space Element of the Comprehensive Plan; Asset Management Systems Incorporated (AMSI)</td>
</tr>
<tr>
<td>City Buildings</td>
<td>Buildings owned by the City of Lynnwood</td>
<td>Facilities Condition Assessment Plan</td>
</tr>
</tbody>
</table>
Other Community (Public) Buildings  | The AMSI System contains a complete inventory of all other City owned buildings. These include facilities such as the Police Station, Fire Station, the library, administration buildings, and Public Works buildings. The Lynnwood Library is operated by the Sno-Isle Libraries Foundation. | Asset Management Systems Incorporated (AMSI); Sno-Isle Libraries Capital Facility Plan  

| **Outside Agencies / Privately Owned Utilities** |  |  

| Schools | Lynnwood residents are served by the Edmonds School District (ESD). ESD operates seven elementary schools, two middle schools, and one high school within the City. | Edmonds School District Capital Facilities Plan  

| Water and Sewer | Alderwood Water & Wastewater District (AWWD) services portions of Lynnwood in the northeast and southeast. | AWWD Capital Improvement Program (CIP)  

| Electrical Power | Provided by Snohomish County Public Utility District No. 1 (SNOPUD). | SNOPUD Electric System Capital Plan  

| Natural Gas | Provided by Puget Sound Energy (PSE). | PSE Integrated Resources Plan  

| Telecommunications (Cable, Internet & Phone) | Several companies provide telecommunication services within Lynnwood, including AT&T, Comcast, DirecTV, Dish Network, Frontier FiOS, among others. Most major wireless service carriers are available within Lynnwood and are governed by the Washington Utilities and Transportation Commission (WUTC). |  

| Solid Waste | Garbage and recycling services are provided by Waste Management NW for residents east of Highway 99, and by Republic Services for residents west of Highway 99. Snohomish County is the solid waste management planning authority for all jurisdictions within the County. | Snohomish County Comprehensive Solid and Hazardous Waste Management Plan |
**GOAL 1: Planning**

Planning that considers both changes in regulations, requirements, and best available science, studies existing and future conditions and specifies non-structural and structural solutions including system upgrades, maintenance and replacements based on established Level of Service (LOS) standards for the purpose of meeting future challenges as they arise.

### SURFACE WATER MANAGEMENT

| Policy CF-1.1.1 | Implement the requirements of the National Pollution Discharge and Elimination System (NPDES) and assess the areas in stormwater runoff management that require the City to make appropriate planning, regulatory, procedural or policy changes. |
| Policy CF-1.1.2 | Update and adopt ordinances that meet the requirements of NPDES and Endangered Species Act (ESA) for water quality and quantity control from development and redevelopment. |
| Policy CF-1.1.3 | Review and update the City’s Comprehensive Flood and Drainage Management Plan approximately every five years, depending on changes in best available science and the regulatory climate. |
| Policy CF-1.1.4 | Study and update the Surface Water Utility rates, and method of billing regularly to better reflect changes in surface water management, maintenance and operations, and capital project needs. |
| Policy CF-1.1.5 | Complete and implement an emergency response plan to be used for responding to surface and ground water contamination emergencies. |

### SANITARY SEWER

| Policy CF-1.2.1 | Provide review for all development considering the land use plan. |
| Policy CF-1.2.2 | Utilize contemporary materials and construction techniques. |
| Policy CF-1.2.3 | Review and update the City’s Wastewater Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate. |
| Policy CF-1.2.4 | Plan and initiate the necessary analysis and public review to identify wastewater system financial needs and implement results of those efforts. |

### WATER SYSTEM

| Policy CF-1.3.1 | Conduct ongoing monitoring and analysis of the water system to identify deficiencies and system expansion needs related to current and future growth and list options (administrative changes and capital projects) that would resolve deficiencies identified and the improvements needed. |
Policy CF-1.3.2  Plan and initiate the necessary design efforts to address identified system deficiencies, system upgrades and expansions.

Policy CF-1.3.3  Plan and initiate the necessary analysis and public review to identify water system financial needs and implement results of those efforts.

Policy CF-1.3.4  Regularly review and initiate changes to the operation and regulation of the water system relative to changing State and Federal regulations and prudent fiscal and environmental considerations. For example, conservation requirements.

Policy CF-1.3.5  Regularly coordinate with other jurisdictions to assure that interties, local agreements and common issues are addressed.

Policy CF-1.3.6  Review and update the City’s Water Comprehensive Plan approximately every five years, depending on changes in best available science and the regulatory climate.

GOAL 2: Maintenance and Operations (M&O)

Continue to identify facilities that are in need of repair, cleaning or replacement and revise the maintenance program to schedule these activities in an efficient, and timely manner so that the systems perform in a manner that will optimize the use and life of the facilities, while also making necessary changes in the program, as necessary, to protect the natural environment and aesthetic character of the city.

SURFACE WATER MANAGEMENT

Policy CF-2.1.1  Operate the North Scriber Regional Detention Facility to decrease erosive and flood flows and to enhance environmentally sensitive areas in the Scriber Creek Drainage Basin.

Policy CF-2.1.2  Update and adopt ordinances that meet the requirements of the NPDES Phase 2 Municipal Permit for maintenance of the system by both the City of Lynnwood and private property owners.

Policy CF-2.1.3  Perform M&O activities to the currently adopted schedule such that cleaning, repairs, and replacements are made quickly and efficiently, or immediately in the case of emergencies.

Policy CF-2.1.4  Review and update the City’s Comprehensive Flood and Drainage Management Plan list of problems and corrective solutions, depending on changes in best available science and the regulatory climate.

Policy CF-2.1.5  Every year prioritize, schedule, fund, and construct capital improvements in the Six-Year Capital Facilities Plan, as identified in the Comprehensive Flood and Drainage Management Plan, to decrease incidents of flooding, enhance water quality in the system, and make improvements to natural habitat.

SANITARY SEWER
Policy CF-2.2.1  Provide financial support annually for funding the Pre-treatment Program.

Policy CF-2.2.2  Clean sewers on a frequency determined by historical need.

Policy CF-2.2.3  Remedy one infiltration/inflow concern each year.

Policy CF-2.2.4  Prevent any large and control any small wastewater overflows each year.

Policy CF-2.2.5  Monitor air and water quality on a daily basis.

Policy CF-2.2.6  Maintain the equipment preventative maintenance schedule.

Policy CF-2.2.7  Limit odor complaints as practicable.

**WATER SYSTEM**

Policy CF-2.3.1  Respond within one hour to any emergency water system failure. Repair all non-critical water system problems within three days of knowledge of the problem.

Policy CF-2.3.2  M&O activities will be based on an annual schedule established for the upcoming year during the budget process of the preceding year. The schedule will be developed from field reviews of the water system (flow, pressure and leak testing) and life cycle information combined with field verification inspections.

Policy CF-2.3.3  Stay abreast of current water quality standards and make adjustments to monitoring and testing to assure continual, consistent compliance with the standards and conditions of the Department of Health operating permit.

**GOAL 3: Interjurisdictional Relations**

Cooperate and coordinate planning, capital facilities planning and development, as appropriate, with adjacent jurisdictions and stakeholders for the purpose of improving levels of service and reducing costs for all services and utilities.

**SURFACE WATER MANAGEMENT**

Policy CF-3.1.1  Participate in interjurisdictional coordination to help solve common stormwater runoff management problems, coordinate land use plans, development regulations and capital facility plans on a watershed basis.

Policy CF-3.1.2  Design and implement a Public Involvement Program that builds upon the current school grants program and expands to businesses as well as general citizen groups.

**SANITARY SEWER**

Policy CF-3.2.1  Maintain air and water quality to standards required by regular authority.
Policy CF-3.2.2  Coordinate contractual relationships with adjacent agencies for services.

WATER SYSTEM

Policy CC-3.3.1  Maintain coordination and communications with the Lynnwood water supplier, Alderwood Water & Wastewater District as well as AWWD’s supplier, the City of Everett, so that the contract with AWWD is adhered to and the City’s interests are protected.

Policy CC-3.3.2  Conservation issues will be reviewed, goals and programs established relative to the impact conservation has on long term costs of water, summer flow and peaking issues, and regulatory and contract issues such that conservation efforts will be implemented that meet the established goal and regulatory standards.

GOAL 4: Capital Facilities

Provide capital facilities to properly serve the community in a manner that enhances quality of life and economic opportunities, optimizes the use and protection of existing facilities and provides for future needs.

OBJECTIVE CF-1  Implement levels of service (LOS) for water, sewer and storm water systems as minimum standards for facility design and planning, land development permitting, and operation and maintenance.

Policy CF-4.1.1  Utilize professionally accepted methods and measures in determining LOS standards.

Policy CF-4.1.2  Land development review will include coordination of the development requirements according to pertinent adopted plans, the land development regulations, and the availability of system capacities needed to support such development.

Policy CF-4.1.3  Water, sanitary sewer, and storm water system improvements shall be designed and constructed to the size required to serve the City's projected capacity needs consistent with the Comprehensive Plan.

Policy CF-4.1.4  Require the private sector to provide fair share, project related capital facility improvements and contributions in connection with the development of land.

Policy CF-4.1.5  Development should be encouraged only when adequate utilities, including water, sewer, power, natural gas, telecommunications and storm drainage facilities are available or will be made available in conjunction with development.

CAPITAL FACILITIES PLANS AND PROJECTS
The Capital Facilities Plan Element identifies projects to construct new facilities, or to expand or rehabilitate existing facilities. These projects must be completed in a timely manner in order to maintain acceptable service levels.

**Objective CF-2**  Implement capital facilities plans for water, stormwater, sewer, transportation, parks, recreation, public safety, and other municipal facilities.

**Policy CF-4.2.1**  Maintain a 20-year Capital Facilities Plan that supports the Land Use Plan, and includes the implementation of a Six-Year Capital Facility Plan. Implement the following facility plans for City utilities, parks and recreation and transportation facilities. These plans will be prepared and implemented such that they are coordinated and consistent with the Comprehensive Plan.

- Six-Year Transportation Improvement Plan
- Water Comprehensive Plan Update
- Wastewater Comprehensive Plan
- Surface Water Management Comprehensive Plan
- Parks Plan
- Non-Motorized Plan
- Transportation Business Plan

**Policy CF-4.2.2**  Include the Six-Year Capital Facilities Plan and capital budget as a part of the annual budget process.

**Policy CF-4.2.3**  Evaluate, categorize and prioritize proposed capital improvement projects in the Six-Year Capital Facilities Plan according to the following categories:

**Category 1**  Project specifically satisfies legal, operational, health or safety requirements mandated by local, state and federal statutes.

**Category 2**  Project is required to obtain basic services relating to public health, safety, welfare, and applicable levels of service (LOS) standards.

**Category 3**  Project is consistent with the Comprehensive Plan or other adopted Capital Facilities Plans.

**Category 4**  Project is a public benefit or service improvement relating to general welfare of the community.

**Policy CF-4.2.4**  Requests for new capital facilities will be considered concurrently with requests for maintenance, repair and staffing costs of existing capital investments.

**Policy CF-4.2.5**  Identify acceptable funding methods and debt service standards as guidelines for financing capital facility and utility projects.

**Policy CF-4.2.6**  Identify capital facility improvements and implementation strategies to encourage redevelopment at appropriate locations and for the Activity Center plans.

**Policy CF-4.2.7**  Actively seek local, state, and federal funding and grants for the capital facilities projects.
Policy CF-4.2.8  Amend the following capital facility plans as necessary to include current regulations, standards, techniques and conditions. In addition, comprehensively review and revise these plans at least every five years. Revisions, updates and amendments to the plans shall be consistent with the City's Comprehensive Plan.

- Six-Year Transportation Plan
- Water Comprehensive Plan Update
- Wastewater Comprehensive Plan
- Surface Water Management Comprehensive Plan
- Parks Plan
- Non-Motorized Plan
- Transportation Business Plan

CAPITAL FACILITIES MAINTENANCE

Preserving adequate service levels in developed areas will require proper maintenance of existing facilities.

OBJECTIVE CF-3  Ensure that existing capital facilities are maintained and operated in a manner that will optimize the use and life of the facility.

Policy CF-4.3.1  Capital improvements needed to maintain and improve existing facilities shall be prioritized in the capital facilities plans.

ENVIRONMENTAL COMPATIBILITY

Carefully design, construct, operate and maintain facilities to minimize environmental impacts.

OBJECTIVE CF-4  Develop environmentally responsible strategies and standards for capital facilities.

Policy CF-4.3.2  Design and develop capital facilities that minimize or mitigate adverse impacts.

Policy CF-4.3.3  Develop, operate and maintain capital facilities located in neighborhoods to minimize or mitigate facility related impacts on residential uses.

Policy CF-4.3.4  Capital facility improvements and maintenance should be compatible with the natural constraints of slope, soil, geology, vegetation, wildlife habitat and drainage.

Policy CF-4.3.5  Evaluate capital projects, plans and programs to determine their impact to locally significant historical resources.

COORDINATION WITH OTHER JURISDICTIONS AND SERVICE PROVIDERS

Neighboring cities and the County provide similar services, and other providers also serve City residents and businesses. Cooperation and coordination among all jurisdictions and service providers can improve levels and reduce costs for all services and utilities.

OBJECTIVE CF-5  Coordinate capital facilities planning and development with appropriate jurisdictions and service providers.
Policy CF-4.4.1 Work closely with other jurisdictions and service providers to ensure the proper extension or expansion of utility services.

Policy CF-4.4.2 Encourage the County, Federal, and State, regional and special purpose agencies to participate in the implementation of capital facilities that are mutually beneficial.

Policy CF-4.4.3 Work with the appropriate jurisdictions and agencies to coordinate stormwater management activities.

SITING OF ESSENTIAL PUBLIC FACILITIES

The GMA requires the City to develop a process for siting essential public facilities in Lynnwood. At present, the County is identifying such facilities for the County and developing a county-wide siting program. The City will need to adopt a City siting program when the County has completed its program that is consistent with state requirements and the County program.

OBJECTIVE CF-6 Facilitate efficient and equitable siting of essential public facilities.

Policy CF-4.5.1 Ensure that the siting and construction of capital facilities considered essential public facilities are not precluded by the City's Comprehensive Plan.

Policy CF-4.5.2 Establish a review process for the siting and construction of essential, local public facilities.

Policy CF-4.5.3 Participate in an interjurisdictional review and selection process for the siting of essential public facilities having interjurisdictional significance.

Policy CF-4.5.4 Locate and develop essential public facilities to provide the necessary service to the intended users of the facility with the least impact on surrounding land uses.

RELATED DESIGN STANDARDS AND PROGRAMS

The City has standards for the design and construction of sewer water and stormwater utilities, and programs to develop new or expand utility systems. These standards should include the most recent design techniques so that these utilities are constructed and operate in an efficient manner.

OBJECTIVE CF-7 Design and construct sewer, water and stormwater utility systems to ensure efficient service, and the use of best management practices.

Policy CF-4.6.1 Require connection to the City sewer system for all new development.

Policy CF-4.6.2 Design sewer systems to provide efficient and reliable service while minimizing cost. Gravity feed shall be used whenever feasible.

Policy CF-4.6.3 Continue to actively pursue elimination of high infiltration and inflow situations.

Policy CF-4.6.4 Support and implement conservation strategies aimed at reducing average annual and peak day water use. These strategies can include: billing rate structures which encourage conservation, water restrictions at appropriate times, technical assistance for leak detection, design of low-water use irrigation and other water saving measures, public information, use of drought tolerant plantings and native vegetation in City landscaping and development regulations, and construction codes requiring water saving devices.

Policy CF-4.6.5 Design water delivery and storage systems to provide efficient and reliable service while minimizing cost. These design methods can include: the use of
gravity feed whenever feasible, the development of a looped system, and standardization of transmission facilities sizing and/or materials.

**Policy CF-4.6.6**
New development shall construct water system improvements and dedicate easements necessary to serve the development and to provide a reliable integrated distribution system.

**Policy CF-4.6.7**
Maintain adequate water storage facilities to meet demand loads.

**Policy CF-4.6.8**
Open channel drainage systems, natural or man-made (except roadway drainage ditches), should be retained and new systems encouraged and utilized when feasible.

**Policy CF-4.6.9**
Stormwater management systems shall be designed and constructed to minimize adverse impacts to natural watercourses.

**Policy CF-4.6.10**
Stormwater retention/detention facilities shall be allowed to be used as partial fulfillment of open space requirements.

**Policy CF-4.6.11**
Encourage co-location of utilities in shared trenches and easements.

**Policy CF-4.6.12**
Coordinate utility construction with public improvements when possible to minimize costs and related service disruption.

**Policy CF-4.6.13**
Require underground utilities for all new development.

**Policy CF-4.6.14**
Require, where feasible, that existing utility lines be relocated underground when areas are redeveloped, or as streets are constructed, reconstructed, or widened.

**Policy CF-4.6.15**
Promote, where safe, the joint use of utility corridors for recreational facilities, such as non-motorized trails.

**Policy CF-4.6.16**
Design utility facilities that are aesthetically complementary to surrounding land uses and minimize adverse visual impacts.