

# Capital Facilities Element

## Introduction

The Washington State Growth Management Act (GMA), RCW 36.70A.070 requires cities to prepare a Capital Facilities Element consisting of:

- An inventory of current capital facilities owned by public entities showing the location and capacities of those public facilities, and identifying any current deficiencies;
- A forecast of the future needs for such capital facilities;
- The proposed capacities of expanded or new capital facilities;
- At least a 6-year plan that will finance capital facilities within the projected funding capacities and clearly identify sources of public money for such purposes; and
- A requirement to reassess the Land Use Element if probable funding falls short of meeting existing needs, and to ensure that the Land Use Element, Capital Facilities Element, and finance plan within the Capital Facilities Element are coordinated and consistent.

Capital facilities investments include major rehabilitation or maintenance projects on capital assets; construction of new buildings, street, and other facilities; and land for parks and other purposes.

Under the GMA, a Capital Facilities Element is required to address all public facilities except transportation facilities, which are to be addressed separately under the Transportation Element of the Plan. Accordingly, this Comprehensive Plan contains separate Transportation and Capital Facilities Elements. A Parks, Recreation and Open Space Element is also contained in this Plan.

The City of Anacortes is responsible for providing facilities and services that are needed by the residents and businesses of the city for a safe, secure, and efficient environment. These facilities and services provided directly by the City of Anacortes include, but are not limited to, water and sanitary sewer service, storm drainage services, parks, streets, and police and fire protection. Schools are considered a capital facility under GMA; however capital facilities planning is conducted by the Anacortes School District. Only City-owned or managed facilities are considered for capital expenditures. Under GMA, the City is not required to set levels of service for facilities that are not necessary for development.

This element contains the goals and policies that address the City's infrastructure. Other services, such as electricity, natural gas, cable, and telephone are discussed in the Utilities Element. The Capital Facilities Background / Supporting Analysis section of this Plan contains the background that provides the foundation for the following goals and policies. The Supporting Analysis section also includes the list of potential capital projects to implement the goals of the Comprehensive Plan.

The GMA also requires communities to adopt policies that address how the location of “essential public facilities” of state and regional significance will be prioritized, coordinated, planned, expanded, and sited through an interjurisdictional process.

## Goals & Policies

### **Goal CF-1. Support Existing Development & Growth. Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.**

**Policy CF-1.1.** To ensure consistency, plan for needed public and private capital facilities based on adopted level-of-service standards and forecasted growth in accordance with the Land Use Element of the Comprehensive Plan.

**Policy CF-1.2.** Accommodate new residential, commercial, and industrial development only when required facilities and services are available prior to or concurrent with development. Concurrency indicates that facilities are available within 6 years of construction of the new development.

**Policy CF-1.3.** Coordinate planning for city capital facilities and services and prepare a Capital Facilities Plan that includes:

- A. A long-range plan for capital improvements and construction needed to support the level and distribution of the adopted 20-year population and employment growth target,
- B. A demonstration of how facility and service needs are determined;
- C. At least a six-year finance plan, which is to be updated concurrently with the budget, demonstrating how needs are to be funded,
- D. Population and employment projections consistent with those used in developing the Anacortes Comprehensive Plan, and
- E. A strategy for achieving consistency between the land use and the capital facility plan beyond the six-year capital improvement plan, including identified potential funding sources.

**Policy CF-1.4.** When planning, developing, and administering the City’s capital facilities plan, give primary consideration to the following:

- A. Protect public health and safety,
- B. Provide infrastructure to support the vision of Anacortes’ future as articulated in the Comprehensive Plan,
- C. Support the provision of City services consistent with the expectations of the community, as expressed in the City’s adopted level of service standards,
- D. Maintain, rehabilitate, or replace the City’s facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency, and
- E. Develop and operate capital investments in a way that is fiscally responsible.

**Policy CF-1.5.** Locate, inventory and monitor the capacity of existing capital facilities owned by the City. Inventories should be updated periodically.

**Policy CF-1.6.** Coordinate with other agencies, including the school district, to ensure that the levels of service are consistent between the providers’ plans and this Capital Facilities Element, and that the providers can continue to achieve their level of services over the 20-year time frame of the Comprehensive Plan.

**Policy CF-1.7.** Review concurrency standards to assure that public facilities and services necessary to support development are available or planned for.

**Policy CF-1.8.** Encourage joint siting and shared use of facilities for schools, community centers, health facilities, cultural and entertainment facilities, public safety/public works, libraries, swimming pools, and other social and recreational facilities.

**Policy CF-1.9.** Participate in processes for determining the location of capital facilities of regional or statewide importance.

**Policy CF-1.10.** Conduct vulnerability assessments and prepare disaster preparedness plans for critical infrastructure.

**Policy CF-1.11.** Evaluate the feasibility of the City providing broadband services.

- A. Conduct a fiber-optic infrastructure feasibility study and business model analysis.
- B. Author a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community’s options and intended plan to address its broadband needs.

**Goal CF-2. Level-of –Service. Utilize level of service standards that correspond with the Land Use Element and provide a realistic assessment of City resources.**

**Policy CF-2.1.** Establish the following levels of service for City-provided facilities and services. The standards are to guide the future delivery of community services and facilities, and to provide a measure to evaluate the adequacy of actual services:

**Table CF-1. Level of Service Standards.**

Service or Facility	Level of Service Standard
Water	A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.
Sanitary Sewer	Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.
Stormwater	Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Water Management /Comprehensive Plan adopted by the City.
Parks	As adopted in the Anacortes Parks & Recreation Comprehensive Plan
Transportation	LOS C for City street corridors. WSDOT LOS requirements apply to the State Routes within the City (LOS D). For a complete description of LOS standards for transportation, refer to the Transportation Element.

Service or Facility	Level of Service Standard
Police Protection	1.7 officers per 1,000 people Average 5 minute response to emergency calls from time of dispatch. Average 15 minute response to non-emergency calls from time of dispatch.
Fire Protection	*The first engine shall arrive from each fire station with 3 firefighters within 7 minutes 90% of the time, from notification of AFD to effect an initial attack. . (1 min Dispatch, 2 min Turnout, 4 min Travel.) *An Effective Response Force shall arrive within 11 minutes 90% of the time, from notification of the AFD providing at least 12 Firefighters. . (1 min Dispatch, 2 min Turnout, 8 min Travel.) *Using the adopted IFC, High Risk Business Occupancies shall receive an initial inspection twice a year. * Using the adopted IFC, other Business Occupancies shall be receive an initial inspection annually.
Schools	See Anacortes School District planning documents.

**Goal CF-3. Correct Deficiencies. Identify deficiencies in public facilities serving existing development based on adopted level of service standards and the means and timing by which those deficiencies will be corrected.**

**Policy CF-3.1.** Identify needs for additional capital facilities based on adopted levels of service and forecasted growth, and determine the means and timing for providing needed additional facilities.

**Policy CF-3.2.** In conjunction with the budget, confirm that long-term financial capacity exists to provide adequate capital facilities and to ensure consistency between the Capital Facilities Plan, Land Use Element, and other elements of the Comprehensive Plan.

**Goal CF-4. Financial Feasibility. Ensure that planned capital facilities are financially feasible.**

**Policy CF-4.1.** If projected funding is inadequate to finance needed capital facilities that provide adequate levels of service, adjust the level of service, the planned growth, and/or the sources of revenue to maintain a balance between available revenue and needed capital facilities.

**Policy CF-4.2.** Capital improvements that are needed to correct existing deficiencies or maintain existing levels of services should have funding priority over those that would significantly enhance service levels above those designated in the Comprehensive Plan.

**Policy CF-4.3.** Use debt when the City Council determines that it is appropriate to accelerate completion of priority capital improvements, rather than set aside cash over time to fund the project.

**Policy CF-4.4.** Identify specific sources and realistic projected amounts of public money that will provide full funding for the capital improvement projects needed for existing and future development.

**Policy CF-4.5.** Identify the process and actions needed to develop and implement new or increased sources of revenue that are needed to make the CFE financially feasible.

**Policy CF-4.6.** Use local funding to leverage other resources, such as grants, public/private partnerships, and investments by businesses locating in Anacortes.

**Policy CF-4.7.** Seek to coordinate, where appropriate, City investment in public facilities with business, employment, and economic development opportunities.

**Goal CF-5. Development Costs. Ensure that development pays a proportionate share of the cost of new facilities needed to serve such growth and development.**

**Policy CF-5.1.** Utilize guidelines established by State law for imposition of impact fees on new development. Monitor use of and update impact fees as appropriate.

**Policy CF-5.2.** Seek opportunities for joint development of facilities through tools such as development agreements, in-lieu payments, and mitigation fees.

**Goal CF-6. Sewer Connection. Develop codes and policies to require connection to the sanitary sewer system when development or subdivision of land occurs.**

**Policy CF-6.1.** Allow connection to sanitary sewer only within city limits, consistent with GMA requirements.

**Policy CF-6.2.** Encourage conversion from on-site wastewater disposal systems as sewer lines become available.

**Policy CF-6.3.** Give priority to water and sewer line extensions where on-site disposal systems have created known pollution or health hazards.

**CF-7. Design & Location. Design and locate capital facilities with features and characteristics that support the environment, energy efficiency, aesthetics, technical innovation, cost-effectiveness and sustainability.**

**Policy CF-7.1.** Design natural infrastructure into projects whenever feasible to mimic ecological processes and minimize the need for built infrastructure.

**Policy CF-7.2.** Incorporate consideration of physical health and well-being into decisions regarding the location, design and operation of capital facilities.

**Policy CF-7.3.** Provide capital facilities that support and implement sustainability, reduction of greenhouse gas emissions and environmental stewardship, as appropriate.

**Policy CF-7.4.** Reduce energy use and consumption of potable water by city buildings and operations, and promote the use of renewable energy sources, as appropriate.

**Policy CF-7.5.** When possible, use environmentally sensitive building techniques and low impact surface water methods.

**Policy CF-7.6.** Design capital facilities that are oriented towards and accessible by transit and non-motorized modes of travel.

**Policy CF-7.7.** Design capital facilities that are adaptable, with flexibility to expand as the city grows.

**Policy CF-7.8.** Strive for resilient capital facilities by considering the potential impacts of changing conditions – such as climate change, technological change and man-made disasters – in planning and investment decisions.

**Policy CF-7.9.** Consider future climate conditions during siting and design, including changes to temperature, precipitation and sea level, to help ensure facilities function as intended over their planned life cycle.

### **Goal CF-8. Essential Public Facilities. Ensure that Essential Public Facilities are sited and designed in compliance with the State Growth Management Act.**

**Policy CF-8.1.** Coordinate with other jurisdictions to ensure the efficient and equitable siting of essential public facilities.

**Policy CF-8.2.** Proposed or new improvements to existing essential public facilities should be sited consistent with the Anacortes Comprehensive Plan and Countywide Planning Policies.

**Policy CF-8.3.** A facility may be determined to be an essential public facility if it has one or more of the following characteristics:

- A. The facility meets the Growth Management Act definition of an essential public facility;
- B. The facility is on a state, county, or local community list of essential public facilities;
- C. The facility serves a significant portion of the County or metropolitan region or is part of a Countywide service system; or

The facility is difficult to site or expand.

**Policy CF-8.4.** The process to site proposed new or expansions to existing essential public facilities shall include the following:

- A. An inventory of similar existing essential public facilities, including their locations and capacities;
- B. A forecast of the future needs for the essential public facility;
- C. An analysis of the potential social, economic, financial and infrastructure impacts, including an assessment of the proportionate financial impacts on affected jurisdictions;
- D. An analysis of the proposal's consistency with the city's comprehensive plan and development regulations, and plans and policies of other affected jurisdictions;
- E. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;
- F. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process;
- G. An analysis of environmental impacts and mitigation; and
- H. Extensive public involvement.

**Policy CF-8.5.** Seek to mitigate disproportionate financial burdens to the City due to the siting of essential public facilities through joint planning or interlocal agreements.

**Policy CF-8.6.** Work with Skagit County and other municipalities to standardize review procedures and criteria for siting of Statewide and Countywide essential public facilities and incorporate these procedures within interlocal agreements.

**Goal CF-9. Anacortes Airport. Coordinate with the Port of Anacortes in planning activities associated with the airport.**

**Policy CF 9.1.** Recognize the Anacortes Airport as an essential public facility with specific limitations agreed to by the Port of Anacortes and the Federal Aviation Administration.

**Policy CF-9.2.** Ensure development at and near the Anacortes Airport is consistent with the 20-year development agreement between the Port of Anacortes and the City of Anacortes and the 30-year Anacortes Airport Subarea Plan goals and policies.

**Other Possible policy topics to address:**

- Regional cooperation in water planning.