

**The City of Bothell Traffic Worksheet and Traffic Study Requirements
for Developments in Snohomish County**

The City of Bothell, through an interlocal agreement (ILA) with Snohomish County, may request traffic mitigation measures from any new development in the unincorporated county that impacts the city’s streets. The county will impose the requested mitigation measures to the extent that the county determines that the mitigation is reasonably related to the impacts of the development. To determine the impacts, and to determine reasonable mitigation measures, Snohomish County requires a traffic study from any development in the county that may have impacts on the city’s streets. This ‘traffic study’ may be as simple as completing sections one and two of the city traffic worksheet below, or having a professional traffic engineer conduct a formal traffic study consistent with the requirements in section three below.

- If a development generates less than fifty peak-hour trips and the applicant chooses Option A for mitigation payment (standard payment by percent of the city 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 four).
- However, if a development generates more than fifty 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 first section of this worksheet, complete a separate traffic study consistent with the requirements in section three, and complete a mitigation offer (see Section Four).
- Applicants should submit all documents *to the county* as part of their initial submittal.
- Traffic study requirements for impacts on city streets are based on the city’s traffic mitigation ordinance and the county/city ILA. At the end of this document the address of the County web site is shown at which copies of the ILA are available.
- 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.

Section One (1) Worksheet General Information

1. Name of Proposed Development _____

County Development File Number (if known) _____

2. Name, Address and Phone Number of Applicant _____

3. Development Site Address _____

4. Does this development have frontage on a City street? _____

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

6. How many new vehicle trips are 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)

7. Proportionate Share Impact Mitigation: Choose option A or B.

_____ Option A based on standard payments by percent: go to section two

_____ Option B based on comprehensive impact analysis: go to section three

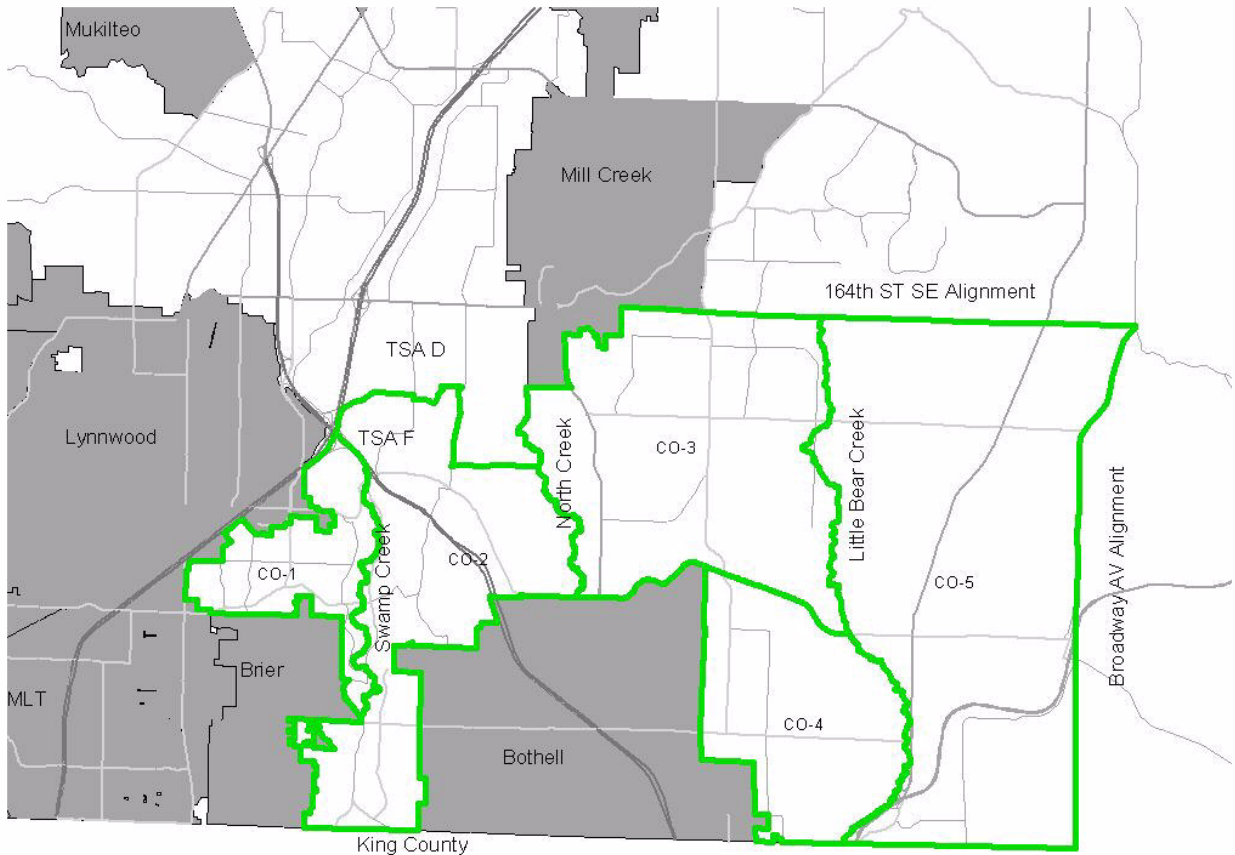
Section Two (2) Proportionate Share Determined by Percentage of the City Impact Fee

2(a) Calculation of Payment Amount

1. Standard default estimated percentage of trips impacting the City streets based on subareas (See below) _____ % or 2. Other Percentage: (Note: See author’s qualifications in section three below.) Estimated percentage of trips impacting the city streets from attached trip distribution: _____ %

Sub Area ID#	County Mitigation Subareas	Percentage
CO-1	Inside TSA F, west of Swamp Creek and east of I-5	20%
CO-2	Inside TSA F, east of Swamp Creek and west of North Creek	25%
CO-3	Inside TSA E and TSA 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%
CO-4	Inside TSA E or TSA F, east of North Creek, west of Little Bear Creek and south of SR 524.	50%
CO-5	Inside TSA E, east of Little Bear Creek, west of Broadway Ave	10%

*Note: When a roads is shown as a boundary, the boundary is either the centerline of the road itself or a straight extension of the road centerline in places where the actual road does not exist.



3. Development Units _____ 4. City Impact Fee Rate \$ _____
 (Note: Consistent with the ILA, developments pay the rate in effect at the time of their submittal. See Bothell Fee Schedule for impact fee rates. Through ordinance, the City Council can change these rates at any time, so consult with the City to find the latest fee rates.)

5. Calculation of Proportionate Share Impact Mitigation

$$\frac{\text{\#1 or \#2 above: \% of trips}}{\text{\% of trips}} \times \frac{\text{\#3 above: Number of Units}}{\text{Number of Units}} \times \frac{\text{\#4 above: Fee Rate}}{\text{Fee Rate}} = \$ \text{proportionate share mitigating payment}$$

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

Will the development generate more than 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 requirements for traffic studies for impacts on city streets. 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 Figure One, 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 applicant chooses to calculate proportionate share based on PM peak hour trip distribution then estimate percentage of trips that originate inside the City or enter 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 peak hour trips. Get the most current list of key intersections from the city (may be available on the web site described below). 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 County 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 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 problems 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 streets to provide safe and efficient access and/or circulation. In some instances, the City might request provisions for future City streets identified in the Comprehensive Plan. If so, the City will request specific additional information through the County.

Frontage Improvements, Right of Way, and Access Point Requirements

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

Section Four (4) Traffic Mitigation Offer to the City of Bothell

The applicant should complete a traffic mitigation offer to the City of Bothell that summarizes the mitigation identified in the City traffic worksheet and any additional traffic study. 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 a City by a Development in the Unincorporated County.” This form is typically provided to all applicants along with this traffic study checklist. In addition, copies are available from the City contacts or the County web site shown below.

City Contact Sherman Goong, P.E., Transportation Engineer, City of Bothell, 9654 NE 182nd St, Bothell, WA 98011, (425) 486-2768

Additional Information

County Web Site

Snohomish County Public Works has a web site with many of the documents related to traffic studies and mitigation requirements for developers. From the Snohomish County home page go to:

Departments/Public Works/Divisions/TES/ProgramPlanning/3066B