WHAT IS TRANSPORTATION CONCURRENCY?

Transportation concurrency requires development to have sufficient transportation facilities in place to support the increased traffic caused by the development. RCW 36.70A.070(6)(b) requires jurisdictions to "adopt and enforce ordinances which prohibit development approval if the development causes the level of service on a locally owned transportation facility to decline below the standards in the comprehensive plan unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development."

Kittitas County adopted a transportation concurrency ordinance on November 15, 2011. The ordinance is in section 12.10 of the Kittitas County Code.

WHAT IS LEVEL OF SERVICE?

Level of service (LOS) is a grading scale that measures congestion on a road. LOS A is the best level of service and the least congested. LOS F is the worst level of service and the most congested. The LOS of a road is determined through a traffic study and traffic counts. In Kittitas County, the adopted level of service is LOS C in rural areas and LOS D in federally designated urban areas.

WHICH ROADS ARE REACHING CAPACITY IN KITTITAS COUNTY?

A traffic study prepared for the Kittitas County Long-Range Transportation Plan identified three intersections that are reaching capacity. These include:

- University Way and Reecer Creek Road
- Kittitas Highway and No. 6 Road
- Wilson Creek Road and Brickmill Road

WHAT IS THE APPLICATION PROCESS?

The County reviews all applications for development permits that are projected to have an impact upon any affected transportation corridor or intersection for concurrency.

Step 1 - Determine if a concurrency evaluation is required.

- Activities including, but not limited to, the following are required to go through a concurrency evaluation: subdivision and short subdivisions; binding site plans; planned unit developments; variances; shoreline substantial development; and conditional use permits.
- Building permits are not required to go through a concurrency evaluation unless there is a change of use which increases traffic. For example, if a storage building changes to office space there will be an increase in traffic and a concurrency evaluation will be required. A building permit to remodel
the inside of an office building will not increase traffic and a concurrency evaluation will not be required.

Step 2 – Submit Transportation Concurrency Management Application.

- A pre-application meeting can be scheduled to discuss the application prior to submission.
- A concurrency determination can be made prior to submission of the development application.

Step 3 – Determine if a traffic impact analysis (TIA) is required.

- Public Works will notify the applicant if a TIA is required.
- A TIA is typically required for projects that will generate more than nine peak hour vehicle trips.
- Peak hour vehicle trips are determined using the ITE Trip Generation Manual, most recent edition.
- Generally, a residential development generates one peak hour trip for each residence. For example, a nine lot subdivision will generate nine peak hour trips and would not require a TIA.
- To establish the scope of the TIA, a limited scope analysis must be prepared and presented to Public Works for approval.

Step 4 - Concurrency determination.

- Public Works will review the application and TIA (if applicable) to determine that adequate transportation facilities exist.
- If the determination shows that there is adequate capacity on the impacted roads, a determination of concurrency findings will be issued. For projects with more than nine peak hour trips, a Certificate of Transportation Capacity will be issued.
- If the determination shows that there is not adequate capacity on the impacted roads, Public Works will issue a denial with the following options:
  - Amend the application by:
    - Modifying the project
    - Phasing the project to coincide with planned improvements
    - Mitigating the impacts
    - Arranging additional capacity
    - Proposing strategies that will reduce the demand for capacity
  - Ask for a formal reconsideration.
  - Withdraw the application.
- The determination of concurrency findings will be issued to the applicant and posted on the county’s website.

WHAT IF I DO NOT AGREE WITH THE DETERMINATION?

The applicant can request an administrative reconsideration or appeal to the road variance committee within 15 days of the notification of evaluation results.

For more information, please contact the Public Works Department at 509-962-7523 or email publicworks@co.kittitas.wa.us.