

Capital Facilities Plan



City project manager checks in on a capital facilities project

CHANGE:

Currently the Capital Facilities Plan element of the Comprehensive Plan is split into two locations. Background information, goals and policies are contained within the Comp Plan document, and a separate document includes similar background and the 6-year financing plan. Beginning in 2013, the entire CFP element will be located in one PDF document. This web page will link to that PDF.

Staff proposes edits to the goals and policies to be consistent with the Comprehensive Plan Update writing standards (reduce redundancy, use plain language, state goals as end states, and policies as verbs that describe how the City will act to help achieve goals.) Some rationale that was provided under the goals was removed to maintain consistency. The chapter was reorganized for readability and to reduce redundancy. Slight policy revisions have been made to maintain consistency with current practice.

Proposed goal and policy edits will be reviewed as part of the Comprehensive Plan Update process, and then inserted into the PDF document in conjunction with the annual CFP process in 2013.

The [Capital Facilities Plan](#) (CFP) is the mechanism by which the City schedules the timing, location, projected cost, and revenue sources for the capital improvements identified for implementation in other Comprehensive Plan elements. It includes City of Olympia parks, transportation, utilities and general capital projects. The 6-year financing plan for capital projects is amended annually. You can learn more about the role of the CFP, current and proposed future capital projects, how they are funded and more on the City's [CFP web page](#).

GF1

The public facilities and services needed to implement the Comprehensive Plan, promote orderly compact urban growth, protect investments and maximize use of existing facilities are provided through the Capital Facilities Plan.

Goals and Policies

CHANGE:

A statement originally included in the policy below, "Monitors whether, or to what degree, land use and capital facilities goals are being achieved" was removed because the concept is covered in FP3.12. FP1.1g was edited to remove, "... a twenty year forecast of future capital facilities needs" because that information – which is required by GMA – is provided in the other elements of the Comprehensive Plan update. FP1.1.9 was also been edited to remove, "telecommunications carriers

and private utility providers” to maintain consistency with current practice.

PF 1.1 Annually review, update and amend a six-year Capital Facilities Plan that:

1. Is subject to annual review and adoption respectively by the Planning Commission and City Council or Board of County Commissioners, as appropriate
2. Is consistent with the Comprehensive Plan
3. Defines the scope and location of capital projects or equipment
4. Defines the project's need and its links to established levels of service, Comprehensive Plan goals and policies, facility plans, and other capital facilities projects
5. Includes the construction costs, timing, funding sources, and projected operations and maintenance impacts
6. Establishes priorities for capital project development
7. Includes an inventory of existing capital facilities
8. Reflects rates of growth, development trends, changing priorities, budget and financial considerations
9. Is coordinated with Thurston County and school districts if school impact fees are being charged

PF 1.2 Encourage active citizen participation throughout the process of developing and adopting the Capital Facilities Plan.

PF 1.3 Support and encourage joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.

CHANGE:

The statement, “Phasing and priorities are established in the Comprehensive Plan” was removed from the following policy because the concept is not consistent with current or intended practice.

PF 1.4 Consider proposed capital improvement projects using all the following criteria:

1. Is it needed to correct existing deficiencies, replace needed facilities, or provide facilities needed for future growth
2. Does it eliminate public hazards
3. Does it eliminate capacity deficits
4. Is it financially feasible
5. Is it being sited based on projected growth patterns
6. Does it serve new development and redevelopment
7. Is it compatible with plans of state agencies
8. Are the local operating budget impacts sustainable

CHANGE:

Several different policies from the existing CFP chapter regarding priority consideration are consolidated below. F1.5.7, was added for consistency with current practice.

PF 1.5 Give priority consideration to projects that:

1. Are required to meet State or Federal law
2. Are needed to meet concurrency requirements for growth management
3. Are already initiated and to be completed in subsequent phases
4. Renovate existing facilities, preserve the community's prior investment or reduce maintenance and operating costs

5. Remove existing capital facilities' deficiencies, encourage full use of existing facilities, or replace worn-out or obsolete facilities
6. Promote revitalization of commercial, industrial, and residential areas in Olympia and its Growth Area
7. Are substantially funded through grants or other outside funding

PF 1.6 Adopt by reference, in the appropriate chapters of the Comprehensive Plan, all facilities plans, their level of service standards, and future amendments. These plans must be consistent with the Comprehensive Plan.

PF 1.7 Adopt by reference the annual update of this Capital Facilities Plan as part of the Comprehensive Plan.

PF 1.8 Adopt by reference the annual update of the Olympia School District Capital Facilities Plan as part of this Capital Facilities element.

PF 1.9 Monitor the progress of the Capital Facilities Plan on an ongoing basis, including completion of major maintenance projects, expansion of existing facilities, and addition of new facilities.

PF 1.10 Coordinate with other capital facilities service providers to keep each other current, maximize cost savings, and schedule and upgrade facilities efficiently.

PF 1.11 The year in which a project is carried out, or the exact amounts of expenditures by year for individual facilities may vary from that stated in the Comprehensive Plan due to:

1. Unanticipated revenues or revenues that become available to the city with conditions about when they may be used
2. Change in the timing of a facility to serve new development that occurs in an earlier or later year than had been anticipated in the Capital Facilities Plan
3. The CFP is a planning document; not a budget or financial document

GF2

Capital facilities to serve and direct future growth are integrated into Olympia and its Urban Growth Area as urbanization occurs.

PF 2.1 Provide the capital facilities needed to adequately serve the future growth anticipated by the Comprehensive Plan, within projected funding capabilities.

PF 2.2 Plan and coordinate the location of public facilities and utilities in advance of need, and in accordance with the following standards:

1. Coordinate urban services, planning, and standards by identifying, in advance of development, sites for schools, parks, fire and police stations, major stormwater facilities, greenbelts, and open space. Acquire sites for these facilities in a timely manner and as early as possible in the overall development of the area.
2. Assure adequate capacity in transportation, public and private utilities, storm drainage systems, municipal services, parks, and schools to accommodate planned growth.
3. Protect groundwater supplies from contamination and maintain groundwater in adequate supply by identifying and reserving future supplies well in advance of need.

PF 2.3 Use the type, location, and phasing of public facilities and utilities to direct urban expansion where it is needed. Consider the level of key facilities that can be provided when planning for various densities and types of urban land use.

PF 2.4 Provide adequate levels of public facilities and services, in cooperation with Thurston County, prior to or concurrent with land development within the Olympia Urban Growth Area.

PF 2.5 Encourage land banking as a reasonable approach to meeting the needs of future populations.

PF 2.6 Consider expected future economic activity with planning for public facilities and services.

PF 2.7 Maintain a process for identifying and siting essential public facilities consistent with state law and County-wide Planning Policies.

GF3

There are adequate fiscal resources to provide needed capital facilities.

PF 3.1 Manage the City of Olympia's fiscal resources to support providing needed capital improvements. Ensure a balanced approach to allocating financial resources between: (1) major maintenance of existing facilities, (2) eliminating existing capital facility deficiencies, and (3) providing new or expanding facilities to serve growth.

PF 3.2 Use the Capital Facilities Plan to integrate all of the community's capital project resources (grants, bonds, city funds, donations, impact fees, and any other available funding).

PF 3.3 Maintain consistency of current and future fiscal and funding policies for capital improvements with other Comprehensive Plan elements.

PF 3.4 Allow developers who install infrastructure with excess capacity to use latecomers agreements wherever practical.

PF 3.5 Pursue funding strategies that derive revenues from growth that can be used to provide capital facilities to serve that growth in order to achieve and maintain adopted level of service standards. These strategies include, but are not limited to:

1. Collect Impact Fees: Transportation, Parks and Open Space, and Schools
2. Allocate sewer and water connection fees primarily to capital improvements related to urban expansion
3. Develop and implement other appropriate funding mechanisms to ensure new development's fair share contribution to public facilities

PF 3.6 Assess the additional operations and maintenance costs associated with acquisition or development of new capital facilities. If accommodating these costs places a financial burden on the operating budget, capital plans should be adjusted.

PF 3.7 Promote efficient and joint use of facilities through such measures as inter-local agreements and negotiated use of privately- and publicly owned land for open space opportunities.

PF 3.8 Explore regional funding strategies for capital facilities to support comprehensive plans developed under the Growth Management Act.

CHANGE:

"Street Utility tax" removed from policy below because it appears unlikely the City can legally issue such a tax.

PF 3.9 Investigate potential new revenue sources for funding capital facilities, such as:

1. Growth-induced tax revenues
2. Additional voter-approved financing
3. Regional tax base sharing
4. Regional cost sharing for urban infrastructure
5. Real estate excise transfer tax
6. County-wide bonds

PF 3.10 Use the following available contingency strategies should the City be faced with capital facility funding shortfalls:

1. Increase revenues: bonds, general revenues, rates, user fees, change funding source(s)
2. Decrease level of service standards: change Comprehensive Plan, change level of service standards, reprioritize projects to focus on those related to concurrency
3. Decrease the cost of the facility: change project scope
4. Decrease the demand for the public service or facility: moratorium on development, develop only in served areas until funding is available, change project timing and/or phasing
5. Other considerations: developer voluntarily funds needed capital project; develop partnerships with Lacey, Tumwater, and Thurston County (the metropolitan service area approach to services, facilities, or funding); regional funding strategies; privatize the service; mitigate under SEPA

PF 3.11 Secure grants or private funds, when available, to finance capital facility projects.

PF 3.12 Reassess the Land Use element of the Comprehensive Plan if probable funding for capital facilities falls short of meeting existing needs.

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