CITY OF EDGEWOOD
COUNCIL STUDY SESSION AGENDA

Tuesday, August 19, 2025 – 7:00 PM ♦ City Hall – 10440 Dom Calata Way E ♦ Edgewood, WA
Meeting Link: https://cityofedgewood-org.zoom.us/s/86916509308

1. **CALL TO ORDER**
   Roll Call, Pledge of Allegiance
2. **COUNCIL BUSINESS**
   A. Transportation Impact Fee (TIF) Program Update
   B. Establishing the Equity Diversity and Inclusion Council Sub-Committee as an Ad Hoc Council Advisory Board
   C. School Zone Cameras
   D. Economic Development Advisory Board (EDAB) Updates
   E. Sign Code Amendments
3. **OTHER COUNCIL ITEMS**
4. **ADJOURN**

Study Sessions are meetings for Council to review upcoming and pertinent business of the City, no action is taken by the City Council. Study Sessions are open to the public, but public input is reserved for the regular Council meetings

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.

City Of Edgewood
Council Agenda Summary Sheet

Subject: Transportation Impact Fee (TIF) Program Update	**Agenda Item #:** 2.A **For Agenda of:** 8/19/2025 **Prepared by:** Jeremy Metzler, Chuck Hendricksen

Attachments (list):
1. Edgewood DRAFT 2025 TIF Program (July 2025)
2. Edgewood Schedule of Transportation Impact Fees - June 2025_v2
3. TIF Forecasting Scenarios 2025-07-07
4. SIGNED EDAB Recommendation - TIFs

Approval of Materials:		
Jeremy Metzler, Chuck Hendricksen		**Expenditure Required:** N/A
Rachel Pitzel, Assistant City Administrator	08/14/2025	**Amount Budgeted:** N/A
Dave Olson, Mayor	08/14/2025	**Timeline:** ~~07/01/2025 SS~~, 08/19/2025 SS, 09/02/2025 SS, 09/09/2025 RCM

Summary Statement: Pursuant to RCW Chapter 82.02, the City of Edgewood has adopted a Traffic Impact Fee (TIF) Program. As currently codified, TIF's are established and regulated under Edgewood Municipal Code (EMC) Chapter 4.30, and Council passed Ordinance 25-0684 on June 24, 2025, allowing the Council to update the TIF by resolution (without the need to amend the EMC).

In an effort to provide as much clarity as possible, staff offers the following two separate and distinct topics for discussion: 1) The TIF Program and calculation, and 2) the Economic Development Advisory Board's (EDAB) recommendation regarding certain non-residential land uses.

TIF Program and Calculation

- *Key Facts about TIF's:*
  - The TIF is a fee exclusively paid by new development(s) to cover their proportionate cost of eligible transportation capital projects ONLY.
  - The TIF is NOT part of the general fund, can NOT be used for general expenses, and has no affect on the city's general fund balance.
  - All TIF funds MUST be spent within 10 years of receipt (*fund balance must be managed*).
- *Why discuss TIF's now?*
  - The TIF Program must be reviewed whenever the City's Comprehensive Plan is updated, and it has not been formally updated since the most recent Comprehensive Plan was adopted in December 2024.
  - The City's consultant, Transpo Group, prepared the attached Draft TIF Program Update to recalculate the TIF base rate using the project list in the current Comprehensive Plan, current

project cost estimates, and the current forecasted increase in trips over the next 20 years.

- *Summarizing the Numbers:*
    - Current base rate: $12,140 per PM peak-hour trip
    - New calculated maximum base rate: $12,426 (↑ 2.4% from current)
    - Consultant’s suggested reduced rate: $9,979 (↓ 17.8% from current)
    - Other cities in our region range from $4,500 (Puyallup) to $15,427 (North Bend) - summarized here: https://mrsc.org/getmedia/7b937ea4-f666-4b86-b21d-fd21f43115e3/m58impactFeeCompare.pdf.
    - Forecasted TIF revenues exceed projected expenditures in all scenarios through 2030 (see attached Forecasting Scenarios table dated July 7, 2025)
    - The current TIF fund balance is $5.67M, as of July 31, 2025.

Staff recommends discussing the TIF rate and providing direction to the Mayor on whether they would like to proceed with the calculated base rate, the suggested reduced rate, or some other rate. Staff can then prepare updated materials for further discussion and consideration at the Council's next study session.

EDAB's Recommendation Regarding Certain Non-Residential Land Uses

The top priority established for EDAB by the City Council in March 2025 was "*to provide policy recommendation...on strategic reductions and/or waivers for economic development and viability of specific / targeted land uses*" regarding impact fees. The EDAB provided their recommendation to the City Council on May 5, 2025 (attached). The May 5, 2025 meeting materials can be viewed here (includes links to the March and April meetings).

As stated in the Draft TIF Program Report, "*GMA allows jurisdictions to exempt... developments that serve broad public purposes, as defined by the City.*" One basis for considering these land uses for TIF exemption is that they all would primarily serve the existing residents of Edgewood, and those residents live in dwellings that have already contributed their proportionate share to the City's transportation infrastructure.

Another important consideration is the proportionate cost of the base TIF rate on the overall construction cost for these suggested non-residential land uses. In one recent project example, the calculated TIF was nearly 50% of the anticipated construction cost for the structure - in other words, roughly one third of the overall project cost. Staff understands this was a primary consideration for the developer abandoning the project.

Staff recommends discussing the EDAB recommendation and providing direction to the Mayor on whether they would like to proceed with the recommended exemptions, proceed with a modified list of non-residential land uses, or disregard the EDAB's recommendation. Following said direction, staff can prepare updated materials for further discussion and consideration at the Council's next study session.

Item History:

N/A

Recommended Action:

Hold a discussion and provide staff guidance regarding Transportation Impact Fee (TIF) Program Update

Fiscal Note/Consideration:

See Summary Statement

CITY OF EDGEWOOD TRANSPORTATION IMPACT FEE PROGRAM REPORT

Prepared for:
City of Edgewood

July 2025

Prepared by:

transpogroup
WHAT TRANSPORTATION CAN BE.

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Executive Summary

This report presents the Transportation Impact Fee (TIF) program for the City of Edgewood (City). The TIF program has been updated based on the transportation project list from the Transportation Element (TE) within the City's 2024 Comprehensive Plan. This report outlines the methodology for determining the amount of transportation project costs eligible for TIF funding and derives a TIF rate per PM peak hour vehicle based on forecast land use growth within the City. As required by the Growth Management Act (GMA), the impact fee calculation presented herein accounts only for transportation improvement costs needed to accommodate growth and does not address existing network deficiencies. The multimodal level of service (MMLOS) standards established in the TE were used to identify the transportation improvements needed to accommodate growth. The TIF-eligible project costs identified for the City have been reduced to account for only those projects likely to be completed within the 20-year period evaluated as part of the Transportation Element.

Table ES.1 summarizes the key findings of the TIF program. TIF-eligible transportation project costs are estimated at $44.3 million. The expected increase in PM peak hour trips associated with planned land use growth through 2044 is estimated to be 3,566 trips. The TIF-eligible costs were then divided by the estimated growth in PM peak hour trips to arrive at a base TIF rate of $12,426 per PM peak hour trip. The base TIF rate was further reduced based on transportation financing assumptions from the Transportation Element, for a reduced maximum TIF rate of $9,979 per PM peak hour trip.

Table ES.1 Citywide Transportation Impact Fee Rate

A. TIF-Eligible Project Costs[1]	**$44,310,000**
B. Growth in Trips[2]	3,566
C. Maximum Base TIF Rate for Service Area[3]	$12,426
D. Ratio of Capital Project Revenues to Costs[4]	0.80
E. Reduced Base TIF Rate for Service Area[5]	$9,979

1. See Table 2.
2. Based on analysis of land use growth from the 2024 Land Use Plan and PM peak hour trip generation rates from the ITE *Trip Generation Manual, 11th Edition.*
3. Values in line A divided by values in line B, rounded to nearest dollar.
4. The ratio of expected transportation capital project revenues (from the Transportation Element) to the expected transportation capital project costs was used to reduce the overall TIF rate for the City. Note that the expected capital project costs have been reduced to include only those projects expected to be completed within the 20-year period evaluated in the Transportation Element.
5. Base TIF Rate ($12,426) multiplied by values in line D, rounded to nearest dollar.

New developments planned within the City are required to make the necessary TIF payment at time of building permit issuance, as outlined in the Edgewood Municipal Code (EMC) Chapter 4.30. Impact fees collected by the City shall be used to fund those transportation projects outlined in Table 1 of this report.

The impact fee base rate shall be updated annually using the Consumer Price Index (CPI) in the region, unless a more applicable industry standard construction cost index is available. The City will prepare an annual report for the previous calendar year summarizing the fees collected and the projects financed using TIF funds.

Introduction

Edgewood, like many local government agencies in Washington State, has implemented transportation impact fees (TIF) to help fund improvements to its transportation system. The Growth Management Act (GMA) allows agencies to develop and implement a TIF program to help fund some of the costs of transportation facilities needed to accommodate growth. State law (Chapter 82.02 RCW) requires that TIFs are:

- Related to improvements serving new developments and not existing deficiencies;
- Assessed proportional to the impacts of new developments;
- Allocated for improvements that reasonably benefit new development; and
- Spent on facilities identified in the Capital Facilities Plan

The City first implemented and adopted a TIF program in 2007 (Ordinance No. 07-0282). The program is defined in Title 4.30 of the Edgewood Municipal Code. In 2015, the City updated its Comprehensive Plan to support the growth expected to occur between 2015 and 2035. The TIF program was updated in 2016 to be consistent with the Comprehensive Plan and again in 2021 to account for increased construction costs and reevaluate project eligibility. The analysis from the adopted 2024 Comprehensive Plan forms the basis for the 2025 TIF program update.

The TIF program builds from the long-term transportation project list contained in the Transportation and Capital Facilities Elements of the Comprehensive Plan. The project list was originally prepared by utilizing the City's travel demand model to evaluate future transportation system needs. The travel demand model is a tool for forecasting traffic volumes based on the projected growth in housing and employment identified in the Land Use Element. The travel demand model was utilized to provide the technical basis for the TIF program. The scope and cost of transportation projects has been updated and refined since adoption of the Comprehensive Plan to reflect further design elements, increased costs, or modifications to the general scope of the project.

In line with the multimodal level of service (MMLOS) requirements enacted by House Bill 1181 (HB1181) in 2023, the Washington State Legislature also passed Senate Bill 5452 (SB 5452) expanding the transportation improvements eligible for TIF funding. RCW 82.02.090(7) was amended to include pedestrian and bicycle facilities on the list of "public facilities" eligible for TIF funding. This update follows the adoption of the 2024 Comprehensive Plan, which included an expanded project list with pedestrian and bicycle projects, and updates the City's TIF program to incorporate the cost of these improvements into the fee calculation.

Further, recent legal rulings have changed the manner with which impact fees are calculated and documented. The U.S. Supreme Court in *Sheetz v. El Dorado County* (2024) ruled that legislatively imposed conditions to all development are not exempt from the Takings Clause outlined in the Fifth Amendment. Thus, impact fees must provide a nexus to the development and be roughly proportional to its impact. While TIFs in the state have long been subject to nexus and proportionality requirements, the *Sheetz* decision shifts the responsibility onto public agencies to document and support the methodology used to calculate the impact fee. The City's updated TIF program, outlined herein, has been refined and updated to meet the heightened requirements of this ruling.

This report documents the 2025 update of the City of Edgewood's TIF program. The report also highlights what transportation impact fees are and how they relate to other development regulations. An overview of the TIF program is provided to summarize how the program was set-up and how the fees were established. It also highlights how the program will be implemented by Edgewood.

What are Transportation Impact Fees?

Transportation impact fees (TIFs) are allowed under the GMA to help fund growth-related capital facility improvements to public streets and roads. Impact fees are also allowed under GMA to fund other public capital facilities such as parks, open space, recreation facilities, schools, and fire protection. The following summarizes the GMA definition of an impact fee:

"Impact fee" means a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. (source: RCW 82.02.090[3])

Public transportation facilities for which TIF funding can be utilized include:

Public streets, roads, and bicycle and pedestrian facilities that were designed with multimodal commuting as an intended use; (source: RCW 82.02.090[7](a))

Impact fees are an optional element under GMA; agencies are not required to implement them. They are used to help mitigate some of the transportation impacts due to new development or redevelopment.

TIFs cannot be the only funding for the growth-related transportation improvement projects. The project cost allocations must account for other public funding which would be generated by development in forms of taxes or user fees.

Transportation impact fees help mitigate development impacts for system wide traffic impacts. The following summarizes the key points:

- Supports "growth pays for growth" principal
- Funds must be spent on transportation improvement projects that are designed to serve new growth and not fix existing deficiencies
- Funds must be spent on improvements that generally benefit the developments paying the fee
- Impact fee projects are to address "system" improvements, not "project" improvements
- Must be generally proportional to impacts of development
- Helps provide funding for the agency's six-year Capital Improvement Program
- Funds assessed for several improvement needs can be "pooled" to address agency's priority projects

How do Transportation Impact Fees Relate to Other Development Regulations?

As noted above, TIFs are an optional element allowed under GMA. They are used to help mitigate some of a development's impacts to the transportation system. TIFs are used in conjunction with three other development review regulations as shown in Figure 1:

- Frontage Improvements/Development Regulations
- State Environmental Policy Act (SEPA)
- Transportation Concurrency

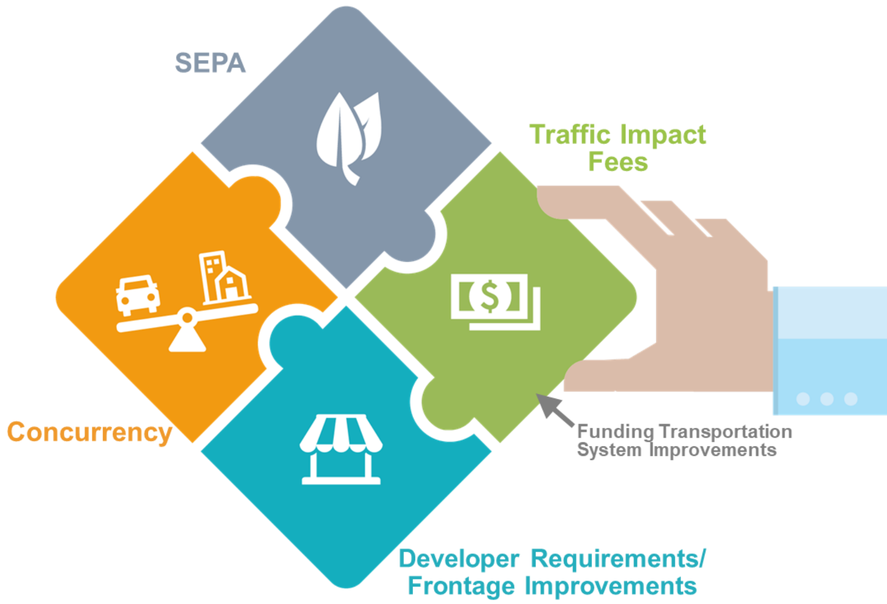


Figure 1. Elements of the Development Review Process

These other requirements basically cover transportation impacts directly resulting from development. They do not specifically address the long-term transportation system needs resulting from forecast growth. While transportation impact fees can change how agencies apply some of these other regulations, the other requirements do not go away with adoption of a TIF. The following summarizes the basic roles of the other transportation review and mitigation programs.

Development Regulations/Frontage Improvements

When properties are subdivided or otherwise developed, the permitting agency can require transportation and other improvements needed to promote the public health, safety, and general welfare (RCW 58.17). Frontage improvements and site development regulations help ensure that the City's road standards are met and that ultimately, new development is served by transportation facilities in a safe and efficient manner. Developers can be required to construct the site's frontage and on-site roadways based on the City's Road Standards (EMC 12.05). Frontage improvements apply to both vehicular and active transportation facilities. Key elements related to addressing impacts to the transportation system include:

- Addresses on-site impacts and access onto public rights-of-way
- Helps to ensure that new development is served by adequate roadways
- Developer can be responsible for frontage along public and private roads
- Can be used to address potential vehicular, transit, and active transportation needs serving the development

State Environmental Policy Act (SEPA)

Washington's State Environmental Policy Act (SEPA), adopted in 1971 (RCW 43.21C), directs State and local decision-makers to consider the environmental consequences of their actions. "SEPA gives agencies the tools to both consider and mitigate for environmental impacts of proposals." (*Washington State Department of Ecology, SEPA Handbook, 2003*) Implementing regulations, in the form of the SEPA Rules (WAC 197-11) establish uniform requirements for agencies to use in evaluating the potential environmental impacts of a proposal. The process also allows review of possible project alternatives or mitigation measures that will reduce the environmental impacts of a project. For transportation, SEPA is typically used to review impacts within the immediate and nearby vicinity, such as vehicular access points, and operations and safety at nearby intersections or roadways. Depending on the potential for impacts, SEPA review can extend beyond the immediate vicinity of the development based on an assessment of the impacts of the proposed development. SEPA uses the “significant adverse environmental impact” standard as the threshold for triggering mitigation. The intention of SEPA, as applied for transportation, is to mitigate a development’s significant adverse impact on the transportation system in terms of capacity, operations, and safety, including access, circulation, pedestrian connections and safety, bicycle system needs, and transit facilities and services.

The following summarizes key items of SEPA in the review of specific development projects:

- Uses “significant adverse impact” standard (not just level of service)
- Broad scope can be used to address impacts on capacity, safety, operations, non-motorized travel, and transit
- Typically reviewed on a development by development basis, or as part of a Planned Action Ordinance
- Can be used to mitigate both on- and off-site impacts
- Mitigation can be in the form of constructing improvements or payment of proportionate share of improvement costs
- Pooling of mitigation funds from one impact location to another location is generally not allowed
- Does not require denial of developments if standards are not met

Concurrency

The GMA (RCW 36.70A.070) requires that infrastructure improvements or strategies to accommodate development be available when the impacts of development occur. For transportation facilities, concurrency is defined in the GMA and the Washington Administrative Code (WAC) to mean that any needed transportation improvements or programs be in place at the time of development or that a financial commitment exists to complete the improvements or strategies within six years. Local governments have flexibility regarding how to set level of service standards and how to apply transportation concurrency within their plans, regulations, and permit systems.

As part of the requirement to develop a comprehensive plan, jurisdictions are required to establish level-of-service standards for arterials, transit service, and other facilities, such as water and sewer. With the passage of HB 1181, when evaluating the performance of the transportation networks, jurisdictions are now required to adopt multimodal level-of-service standards by which to measure the performance not just for vehicles, but for pedestrians, bicyclists, and transit users as well. As part of the 2024 Comprehensive Plan update, the City adopted multimodal level of service standards.

Once a jurisdiction adopts a standard, it is used to determine whether the impacts of a proposed development can be accommodated with the existing transportation system. If a “development causes the level of service on a locally owned transportation facility to decline below the standards adopted in its transportation element”, jurisdictions are required to prohibit development approval unless transportation improvements or strategies to accommodate the impacts of development are made ***concurrent*** with the development. Transportation is the only area of concurrency that specifies denial of development if the standards are not met within six years. The Growth Management Hearings Boards reiterated the role of a concurrency program, finding that “the concept of concurrency is not an end in of itself but a foundation for local governments to achieve the coordinated, consistent, sustainable growth called for by the Act” *(source: Puget Sound Regional Council, Assessing the Effectiveness of Concurrency, 2002).*

Concurrency provides a link between land use, transportation, and public investments. The following identifies key requirements for concurrency programs.

- Compliance with the GMA
- Local governments have flexibility in applying concurrency
- Measured with level of service standards as defined by the City’s Comprehensive Plan
- Addresses system wide impacts
- Developments shall not be approved if development causes the level of service to decline below identified standards and the standards cannot be met within six years.

Development of the City of Edgewood's Transportation Impact Fee Program

The updated Transportation Impact Fee program for the City of Edgewood is based on technical analyses and policy direction as part of the adopted Transportation Element of the City's Comprehensive Plan, which was last updated in 2024. The 2025 update to the TIF program represented a comprehensive review of the existing impact fee methodologies and rates to better align with legislative changes allowing for the incorporation of active transportation projects into the program. In addition to the expansion of the methodology, this update included updating project cost estimates and reviewing project scope and project eligibility criteria more closely. Material and labor costs associated with construction have continued to increase since the TIF program was last updated in 2021.

Key elements of the program are presented in this section, including:

- What improvement projects and costs are included?
- What share of the TIF Costs are allocated to growth in Edgewood?
- What is the service area for the TIF Program?
- What are the resulting impact fee rates and schedules?
- How are TIF rates determined for uses not specifically included in the rate schedule?
- How are the transportation impact fees collected and spent?
- Are any developments exempt from the fees?
- How will the impact fees be kept up to date?

What Improvement Projects and Costs are Included?

As noted above, the GMA specifies that Transportation Impact Fees shall only be used for system improvements that are reasonably related to new development. As defined by GMA (RCW 82.02.090), *"system improvements mean public facilities that are included in the capital facilities plan and are designed to provide service to service areas within the community at large, in contrast to project improvements."*

The City's Transportation Element includes a list of transportation projects needed to address existing and forecast capacity, operations, and safety needs through 2044. The plan builds upon the City's policies, standards, and overall transportation funding strategy. The plan also reflects state and regional plans and programs, including planned improvements to the state highway system.

The project list was reviewed to confirm improvements that were needed to address deficiencies and serve growth (and therefore, TIF eligible) and those that were not TIF-eligible. The multimodal level of service (LOS) standards established in the Transportation Element were used to determine whether a project could be considered necessary to address future land use growth. This initial screening of the project list used the results of the analysis conducted as part of the Transportation Element update and evaluated both vehicular and active transportation needs. In addition, the project list was reviewed to determine those projects reasonably expected to be completed within the 20-year period evaluated in the Comprehensive Plan. Projects expected to be completed beyond the 20-year window were removed from the project list for purposes of the TIF calculations.

TIF Eligible Projects

The first step in calculating the TIF-eligible project costs was to determine which Transportation Element projects are required to address future growth. The process used to determine whether projects were eligible for TIF funding looked at the results of the LOS analysis conducted as part of the Transportation Element to determine whether transportation deficiencies are projected under 2044 Baseline conditions. All projects proposed at locations identified as operating below either the City's vehicular or active transportation LOS standards (as established in the Transportation Element) were assumed to be TIF-eligible. The City's planned growth would contribute vehicle trips to these locations operating below the established LOS under future conditions, and therefore, can reasonably be determined to contribute to the network deficiencies.

The following LOS standards are established in the Transportation Element and were used to identify the TIF-eligible projects:

Vehicular Intersection LOS

- **Meridian Avenue (SR 161):** LOS E or better for SR 161, as established by WSDOT and PSRC
- **Other Intersections:** LOS D or better[1]

Vehicular Roadway Segment LOS

- **Minor Arterial and Collector Streets:** LOS C or better, based on a volume-to-capacity (V/C) ratio of 0.80 or less

Pedestrian LOS

- **Planned Pedestrian Network Roadways:** an orange or acceptable LOS, indicating pedestrian facilities exist (which meet the City standards) but may or may not be built as identified in planned network

Bicycle LOS

- **Planned Bicycle Network Roadways:** an orange or acceptable LOS, indicating bicycle facilities exist (which meet the City standards) but may or may not be built as identified in planned network

Table 1 and Figures 2 and 3 show the transportation improvements from the 2024 Transportation Element that were identified as being growth-related system improvements needed to address future deficiencies. The projects listed represent most of the improvement projects in the Transportation Element. As shown, the TIF-eligible projects have an estimated total cost of approximately $178 million (in 2024 dollars).

[1] To avoid mitigation that would only serve a small volume of traffic, the City may allow two-way and one-way stop-controlled intersections to operate worse than the LOS standards. However, the City requires that these instances be thoroughly analyzed from an operational and safety perspective.

Table 1. TIF Program Projects

Project ID	Project Name	Project Limits	Project Description	Project Cost ($1,000s)[1]
Roadway and Intersection Projects				
R-2	Meridian Avenue Phase 1 Improvements	24th Street to north of 36th St	Widen to 4 lanes, add multiuse path on both sides of Meridian, RAB at 32nd Street	$18,100
R-3	Meridian Avenue Phase 2 Improvements*	North of 36th Street to south of 36th Street	Widen to 4 lanes, add multiuse path on both sides of Meridian, RAB at 36th Street	$11,100
R-4	Meridian Avenue Phase 3 Improvements	south of 36th Street intersection to north of 43rd St Ct E	Extend the 3-lane facility (2 NB and 1 SB lane), add multiuse path on east side of Meridian, intersection improvements at 102nd Ave E	$19,300
I-01	Meridian & 12th / 13th St Intersection Improvements*	Meridian Avenue E / 12th St & 13th St	Design and construct intersection improvement(s) to address existing deficiencies	$4,650
Meridian Corridor Projects				
E-1	8th St E	Meridian to 105th Avenue	Improve corridor to collector arterial standard	$4,129
E-2	104th Ave E/105th Ave E*	8th Street E to 10th Street Ct E	Build corridor to collector arterial standard	$4,129
E-3	105th Ave E*	Jovita Blvd E to 8th Street E	Build or improve corridor to collector arterial standard	$510
E-4	12th St E	Meridian to 104th Avenue	Improve corridor to collector arterial standard	$1,990
E-6	16th St E	Meridian to 104th Avenue E	Improve corridor to collector arterial standard	$1,860
E-7	104th Ave E*	16th Street E to 1800 block	Build corridor to collector arterial standard	$1,150
E-10	22nd St E	Meridian to 104th Avenue E	Improve corridor to collector arterial standard	$820
E-11	24th St E	Meridian to 104th Avenue E	Improve corridor to collector arterial standard	$1,860
E-16	106th Ave E/ Chrisella Rd Extension*	32nd Street E to Chrisella Rd E	Build or improve corridor to collector arterial standard	$2,930
E-17	36th St E	Meridian to Chrisella Rd Extension	Improve corridor to collector arterial standard	$570
W-2	101st Ave E	16th Street E to 20th Street E	Build or improve corridor to collector arterial standard	$1,570
W-4	101st Ave E / 100th Ave E	18th Street Ct E to 24th Street E	Build or improve corridor to collector arterial standard	$3,430
W-5	24th St E	100th Avenue E to Meridian	Improve corridor to collector arterial standard	$1,480

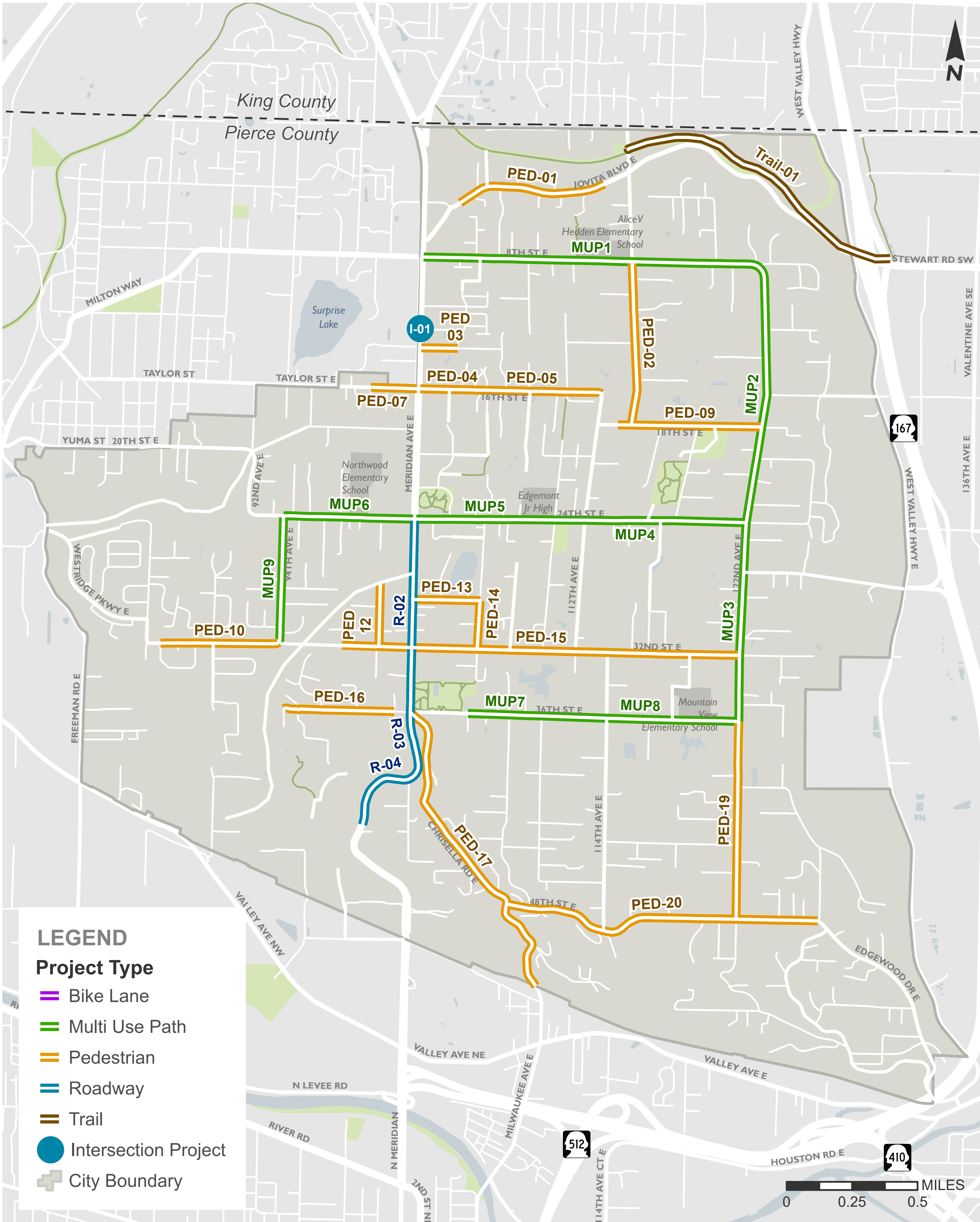
Table 1. TIF Program Projects

Project ID	Project Name	Project Limits	Project Description	Project Cost ($1,000s)[1]
Active Transportation Projects				
MUP-1	8th Street E	Meridian Avenue E to 122nd Ave E	install 12' shared use path	$6,400
MUP-2	122nd Ave E	8th Street E to 24th St E	install 12' shared use path	$8,470
MUP-3	122nd Ave E	24th St E to 36th St E	install 12' shared use path	$3,800
MUP-4	24th St E	110th Ave E to 122nd Ave E	install 12' shared use path on north side of street	$3,600
MUP-5	24th St E	Meridian Ave E to 110th Ave E	widen existing sidewalk/walk to 10'	$1,500
MUP-6	24th St E	94th Aven E to Meridian Ave	install 12' shared use path on north side of street	$2,500
MUP-7	36th St E*	City Park to existing walkway	install 12' shared use path on north side of street	$11,100
MUP-8	36th St E	Replace existing walkway	widen existing path to 10' (from 7A terminus to 122nd Ave)	$2,000
MUP-9	94th Ave E	24th St E to 32nd St E	install 12' shared use path	$2,400
PED-01	Jovita Blvd E	106th Ave Ct E to existing SW west of 114th Ave E	add sidewalk, curb, gutter to both sides of roadway	$8,400
PED-02	114th Ave E / 13th St NW	8th St E to 18th St E	add asphalt path to one side of roadway	$1,900
PED-03	13Th St Ct E	Meridian Avenue E to 104th Ave E	add sidewalk, curb, gutter to both sides of roadway	$2,200
PED-04	16th St E	Meridian Avenue E to 104th Ave E	add sidewalk, curb, gutter to both sides of roadway	$2,500
PED-05	16th St E	104th Ave E to 112th Ave E	add asphalt path (6') to one side of roadway	$1,600
PED-09	18th St E	114th Ave E to 122nd Ave E	add asphalt path (6') to one side of roadway	$1,700
PED-10	32nd St E	87th Ave E to 94th Ave E	add asphalt path (6') to one side of roadway	$1,400
PED-12	100th Ave E	32nd St E to end of roadway	add asphalt path (6') to one side of roadway	$800
PED-13	29th St E	Meridian Ave E to 106th Ave E	add asphalt path (6') to one side of roadway	$800

Table 1. TIF Program Projects

Project ID	Project Name	Project Limits	Project Description	Project Cost ($1,000s)[1]
PED-14	106th Ave E	29th St E to Park Entrance	add asphalt path to one side of roadway where no sidewalk currently exists	$600
PED-15	32nd St E	western edge of roadway to 122nd Ave E	add asphalt path (6') to one side of roadway	$4,600
PED-16	36th St E	western edge of roadway to Meridian Ave E	add asphalt path to one side of roadway	$1,300
PED-17	Chrisella Road	Meridian Ave E to city limits	improve markings, signage, lighting, sight distance, and possible traffic calming measures, add sidewalk, curb, gutter to both sides of roadway	$8,470
PED-19	122nd Ave E	36th St E to 48th St E	add asphalt path (6') to one side of roadway	$2,300
PED-20	48th St E	Chrisella Rd to Edgewood Dr E	add asphalt path (6') to one side of roadway	$3,700
TRAIL-01	Interurban Trail	114th Ave E to city limits	Construction of the trail	$22,400
			Transportation Element TIF Projects – Total Costs ($1,000s)	**$177,618**

1. Costs in 2024 dollars (2024 $).



EDGEWOOD
Washington

TIF-Eligible Transportation Projects

City of Edgewood TIF Update

FIGURE
2

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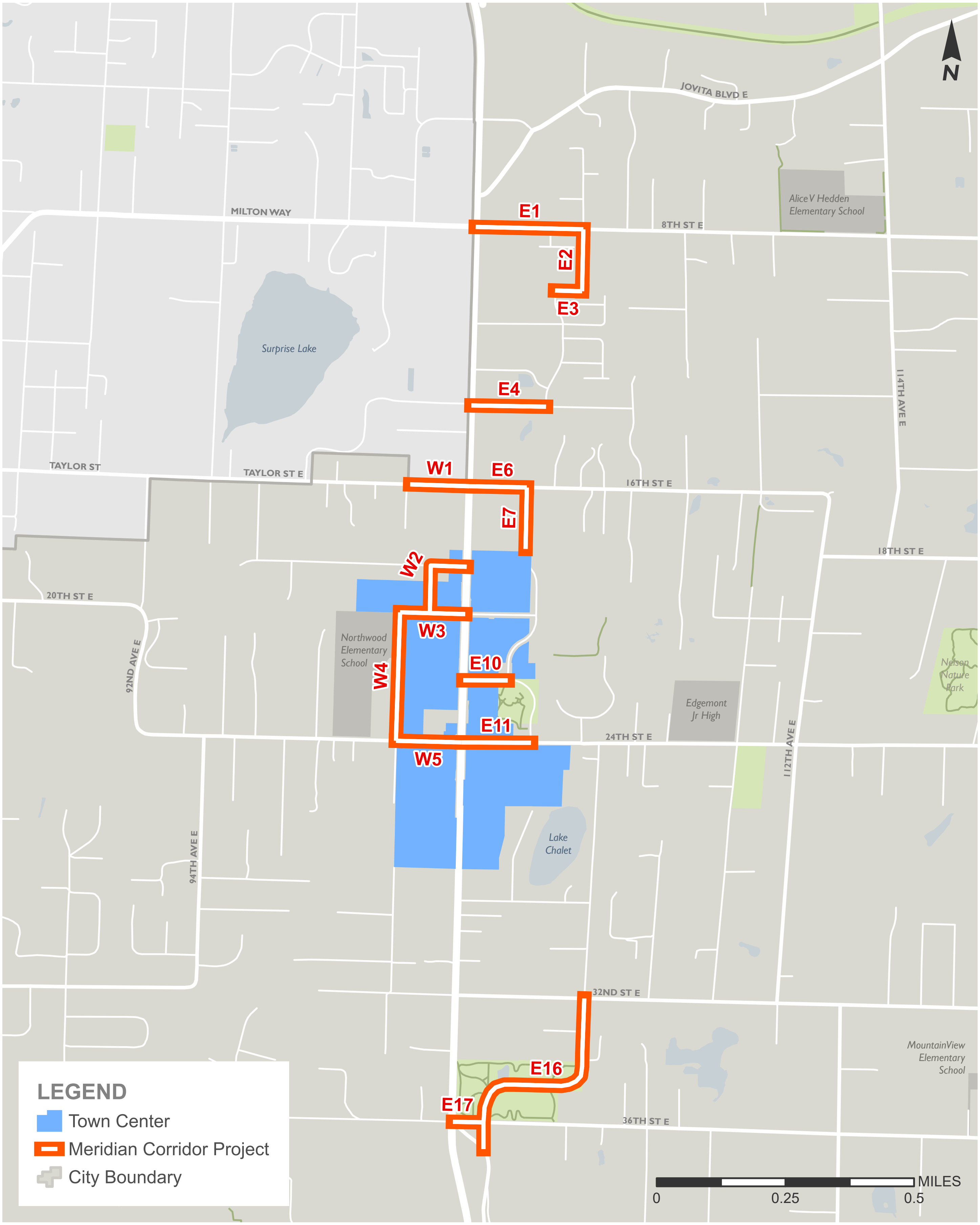

EDGEWOOD Washington

Meridian Corridor TIF-Eligible Projects

City of Edgewood TIF Update

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FIGURE 3

What are the Total TIF Program Project Costs?

Table 1 summarizes the improvements projects included in the 2025 TIF program. The project locations are shown on Figures 2 and 3. A project identification number was assigned to support discussion of the TIF program. The project identifiers do not represent the City's priorities or project references used in the Capital Improvement Program.

TIF Eligibility Percentages

Projects identified as TIF eligible were reviewed to determine what portion of the project costs could be included. The review addressed existing and forecast traffic volumes and levels of service. The primary focus of the technical analysis was to determine if the improvements were adding capacity to the transportation system that was needed to serve growth. The evaluation also assessed each improvement in resolving existing deficiencies - which cannot be covered by impact fees.

The TIF program includes a portion of the City's proposed plan to construct a parallel road network on both the east and west sides of Meridian Avenue. The parallel network was identified to support local property access, neighborhood circulation, and provide capacity for north-south travel in lieu of additional widening of Meridian Avenue. These roadways will help serve the forecasted growth in the City which is planned for in the Town Center and the rest of the Meridian Avenue corridor.

The City's travel demand model provided the basis for assessing roadway operations for the Meridian Parallel Road System. The travel forecasts and resulting volume-to-capacity (v/c) ratios were used to identify which of the parallel roads and connecting roads should be considered for inclusion in the TIF program.

Since the project list identifies both vehicular and active transportation projects, separate TIF-eligible cost percentages were calculated for projects addressing vehicular LOS deficiencies and those addressing active transportation LOS deficiencies. The calculation of separate TIF eligibility percentages based on project type allows for a stronger nexus between the improvement type and development impacts.

<u>Vehicular Project TIF Eligibility Percentages</u>
As shown in Table 1, several projects are proposed along Meridian Avenue to address future vehicular LOS deficiencies along the corridor. These projects include both the Roadway and Intersection Projects and Meridian Corridor Projects. Based on the 2023 Existing conditions identified in the Transportation Element, several two-way stop-controlled intersections along Meridian Avenue operate below the established LOS standards. This indicates the corridor provides minimal excess capacity to accommodate future growth trips and highlights the need for all future growth to contribute to improvements.

The TIF eligibility percentages developed for these projects addressing vehicular LOS deficiencies were derived based on the percentage of future traffic growth along Meridian Avenue associated with City-related land use. Growth trips along Meridian Avenue will be comprised of trips associated with City land uses, as well as non-City trips passing through Edgewood. Since impact fees can only be applied based on City-related growth, the TIF eligibility percentages were developed to account for only the portion of growth associated with City-related land use.

This percentage was determined based on trip estimates from the travel demand model developed for the 2024 Transportation Element. A "select link" analysis[2] was used to determine the origin and destination of the trips traveling along Meridian Avenue under the future (2044) conditions. Trips were separated into four groups:

- Internal-to-Internal (I-I) Trips: trips having an origin and destination within the City
- Internal-to-External (I-X) Trips: trips having an origin within the City and a destination outside the City
- External-to-Internal (X-I) Trips: trips having an origin outside the City and a destination within the City
- External-to-External (X-X) Trips: trips having both an origin and destination outside the City (pass-through trips)

Based on these trip estimates, the number of trip ends[3] associated with City land use were calculated for each corridor. I-I trips were counted as having two City-related trip ends, I-X and X-I trips were counted as having one City-related trip end, and X-X trips were counted as having zero City-related trip ends. The percent of traffic related to City land use was calculated by dividing the number of City-related trip ends by the total number of trip ends along each segment. Table 2 presents the results of the City-related growth percentage calculations for two segments of Meridian Avenue. These percentages were applied as the Vehicular TIF eligibility percentages to projects along or adjacent to Meridian Avenue.

Table 2. TIF Eligibility – Vehicular Projects

Segment	City-Related Growth %[1]
Meridian Avenue (north of 24th St)	45%
Meridian Avenue (south of 24th St)	40%

1. Rounded to the nearest 5 percent.

Due to the high construction costs of the corridor improvements along Meridian Avenue (SR 161), the City anticipates that outside funding sources (e.g., WSDOT, grants, legislative earmarks, etc.) will need to be secured to implement these improvements. The TIF-eligible costs for the projects listed below were capped at five percent to account for non-City sources being the main source of funding for the projects:

- Meridian Avenue Phase 1 Improvements (R-2)
- Meridian Avenue Phase 2 Improvements (R-3)
- Meridian Avenue Phase 3 Improvements (R-4)

<u>Active Transportation Project TIF Eligibility Percentages</u>
While the travel demand model has historically been used to calculate the nexus between growth and traffic increase, the travel demand model does not calculate active mode trips directly. As a result, a different measurement was needed to capture the link between development and active transportation trips. The assumption for this linkage is that active transportation improvement projects located nearer to areas of more dense development and

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[2] A "select link" analysis is a travel demand modeling process by which the travel paths of specific trips are tracked through the transportation network to identify the specific roadways along which that trip is expected to travel. In this process, the origin and destination all trips traveling along the two segments of Meridian Avenue identified in Table 2 were recorded. The paths for these trips were then reviewed to determine whether the trips origin or destination was associated with a Transportation Analysis Zone (TAZ) inside or outside the City.
[3] Every trip is comprised of two trip ends (origin and destination). Trip ends were used in the calculation of the City-related growth to account for some trips having a greater association with City land uses than others (i.e., I-I associated with City land use on both ends of the trip but I-X and X-I trips associated with City land use on only one end of the trip).

existing pedestrian and bicycle generators (schools, parks, etc.) are more likely to shift traveler choice toward walking, biking and rolling and away from default automobile trips. Therefore, the TIF eligibility for active transportation improvement projects was calculated using proximity to planned growth. The level of planned housing growth was categorized into none, low, medium and high for each transportation analysis zone (TAZ) within the updated travel demand model. The planned growth is shown in Figure 4.

Active transportation projects were then awarded TIF eligibility based on their proximity to the highest level of growth shown in Figure 4. This criterion was selected to create a measurable nexus between areas of higher development and likely walk / bicycle activity.

Table 3 summarizes the link between the proximity to household growth and the TIF eligibility percentage. Note that the upper limit of TIF eligibility for active transportation projects was linked to the higher of the Vehicular TIF Eligibility percentages shown in Table 2.

Table 3. TIF Eligibility – Active Transportation Projects

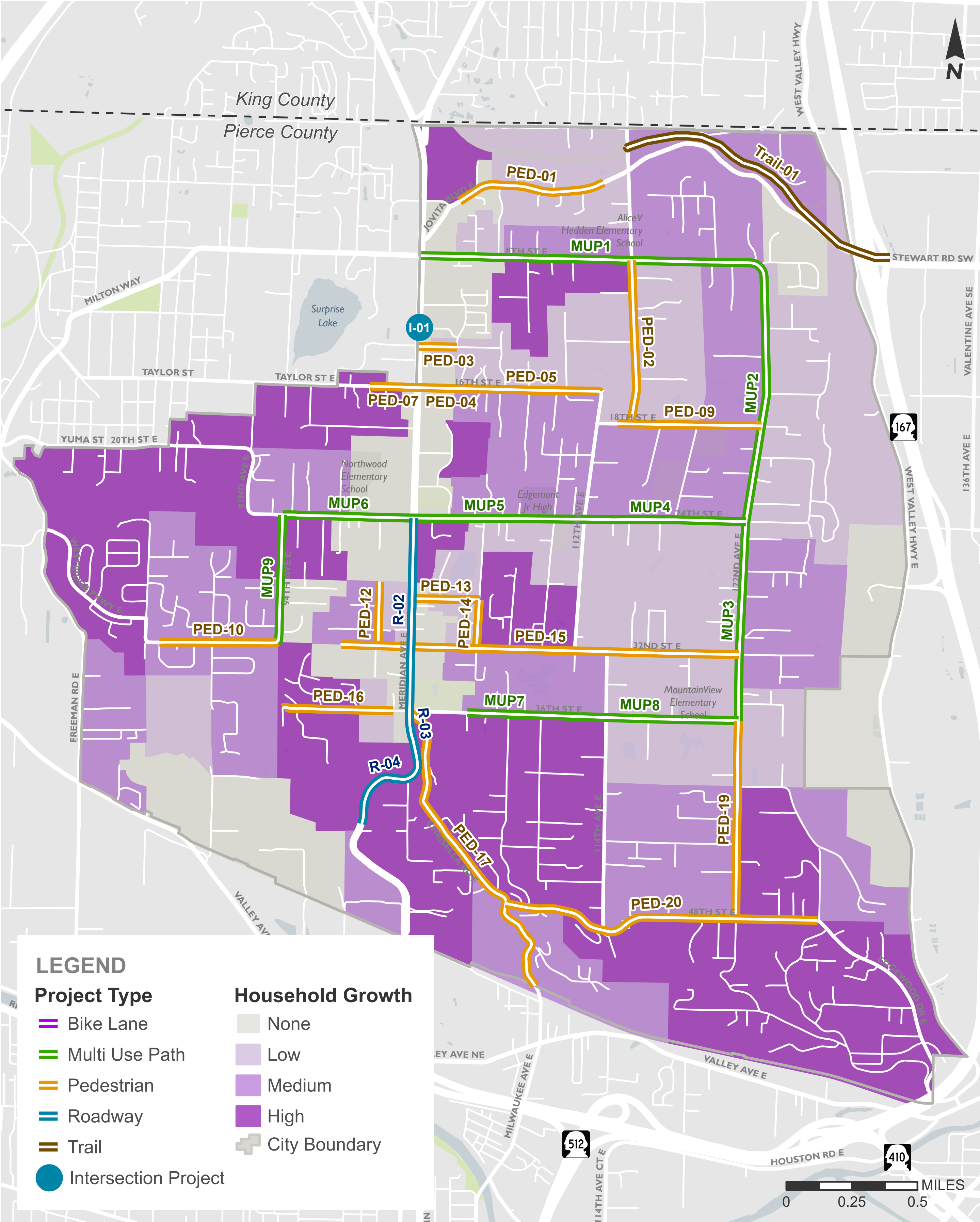
Household Growth	TIF Eligibility
None	0%
Low	15%
Medium	30%
High	45%

TIF Eligible Costs

The TIF eligibility percentages presented in Tables 2 and 3 for the vehicular and active transportation projects, respectively, were applied to the total project costs presented in Table 1 to determine the TIF-eligible cost for each project. The vehicular TIF eligibility percentages (Table 2) were applied to the Roadway and Intersection Projects and Meridian Corridor Projects. The active transportation TIF eligibility percentages (Table 3) were applied to the Active Transportation Projects. Table 4 summarizes the TIF eligibility percentages and TIF-eligible costs for the Transportation Element project list.

The City anticipates that some of the Meridian Corridor Projects (parallel road projects) will be partially funded through private development. As such, the TIF-eligible costs for these projects were further reduced to account for the portion of the project that would be constructed by adjacent development. For example, the cost for constructing the 104th Avenue E/105th Avenue E Meridian Corridor project (E-2) is expected to be evenly split between the City and adjacent development. As such, the base TIF eligibility percentage of 45 percent was reduced by half to 22.5 percent to account only for the City's portion of the project cost.

The total TIF-eligible cost allocated to the program is $44.3 million.



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Household Growth by TAZ and Proximity to Active Transportation Projects

City of Edgewood TIF Update

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FIGURE 4

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Table 4. TIF Program Projects

Project ID	Project Name	Project Limits	TIF Eligibility %	TIF Eligible Cost ($1,000s)[1]
Roadway and Intersection Projects				
R-2	Meridian Avenue Phase 1 Improvements	24th Street to north of 36th St	5%[2]	$910
R-3	Meridian Avenue Phase 2 Improvements*	North of 36th Street to south of 36th Street	5%[2]	$560
R-4	Meridian Avenue Phase 3 Improvements	south of 36th Street intersection to north of 43rd St Ct E	5%[2]	$970
I-01	Meridian & 12th / 13th St Intersection Improvements*	Meridian Avenue E / 12th St & 13th St	45%	$2,090
Meridian Corridor Projects				
E-1	8th St E	Meridian to 105th Avenue	45.0%	$1,860
E-2	104th Ave E/105th Ave E*	8th Street E to 10th Street Ct E	22.5%[3]	$930
E-3	105th Ave E*	Jovita Blvd E to 8th Street E	22.5%[3]	$110
E-4	12th St E	Meridian to 104th Avenue	45.0%	$900
E-6	16th St E	Meridian to 104th Avenue E	45.0%	$840
E-7	104th Ave E*	16th Street E to 1800 block	22.5%[3]	$260
E-10	22nd St E	Meridian to 104th Avenue E	45.0%	$370
E-11	24th St E	Meridian to 104th Avenue E	20.0%[4]	$370
E-16	106th Ave E/ Chrisella Rd Extension*	32nd Street E to Chrisella Rd E	40.0%	$1,170
E-17	36th St E	Meridian to Chrisella Rd Extension	40.0%	$230
W-2	101st Ave E	16th Street E to 20th Street E	22.5%[3]	$350
W-4	101st Ave E / 100th Ave E	18th Street Ct E to 24th Street E	11.3%[5]	$390
W-5	24th St E	100th Avenue E to Meridian	40.0%	$590
Active Transportation Projects				
MUP1	8th Street E	Meridian Avenue E to 122nd Ave E	30%	$1,920
MUP2	122nd Ave E	8th Street E to 24th St E	30%	$2,540
MUP3	122nd Ave E	24th St E to 36th St E	15%	$570
MUP4	24th St E	110th Ave E to 122nd Ave E	30%	$1,080

Table 4. TIF Program Projects

Project ID	Project Name	Project Limits	TIF Eligibility %	TIF Eligible Cost ($1,000s)[1]
MUP5	24th St E	Meridian Ave E to 110th Ave E	30%	$450
MUP6	24th St E	94th Aven E to Meridian Ave	30%	$750
MUP7	36th St E*	City Park to existing walkway	45%	$5,000
MUP8	36th St E	Replace existing walkway	15%	$300
MUP9	94th Ave E	24th St E to 32nd St E	45%	$1,080
PED-01	Jovita Blvd E	106th Ave Ct E to existing SW west of 114th Ave E	15%	$1,260
PED-02	114th Ave E / 13th St NW	8th St E to 18th St E	15%	$290
PED-03	13Th St Ct E	Meridian Avenue E to 104th Ave E	15%	$0
PED-04	16th St E	Meridian Avenue E to 104th Ave E	30%	$0
PED-05	16th St E	104th Ave E to 112th Ave E	30%	$480
PED-09	18th St E	114th Ave E to 122nd Ave E	30%	$510
PED-10	32nd St E	87th Ave E to 94th Ave E	30%	$420
PED-12	100th Ave E	32nd St E to end of roadway	30%	$0
PED-13	29th St E	Meridian Ave E to 106th Ave E	15%	$0
PED-14	106th Ave E	29th St E to Park Entrance	45%	$0
PED-15	32nd St E	western edge of roadway to 122nd Ave E	30%	$930
PED-16	36th St E	western edge of roadway to Meridian Ave E	45%	$590
PED-17	Chrisella Road*	Meridian Ave E to city limits	45%	$3,810
PED-19	122nd Ave E	36th St E to 48th St E	45%	$1,040
PED-20	48th St E	Chrisella Rd to Edgewood Dr E	45%	$1,670
TRAIL-01	Interurban Trail*	114th Ave E to city limits	30%	$6,720
			TIF Eligible Project Costs ($1,000s)	**$44,310**

1. Costs in 2024 dollars (2024 $).
2. Due to the high construction costs for the corridor improvements to Meridian Avenue (SR 161), outside funding sources will need to be secured to implement the improvements. TIF-eligible project costs were capped at 5 percent to account for these projects largely being funded through non-City sources.

3. Project costs are expected to be shared between private development and the City (50% private development, 50% City). The base TIF eligibility percentage of 45% was reduced by half to account only for the City's portion of the costs.
4. Project costs are expected to be shared between private development and the City (50% private development, 50% City). The base TIF eligibility percentage of 40% was reduced by half to account only for the City's portion of the costs.
5. Project costs are expected to be shared between private development and the City (75% private development, 25% City). The base TIF eligibility percentage of 45% was reduced by three quarters to account only for the City's portion of the costs.

As shown on Table 1, the total cost of projects included in the TIF program is approximately $177.6 million (2024 dollars). After applying the adjustments, the TIF related portion of the costs is reduced to $44.3 million. This represents approximately 25 percent of the total project costs included in the TIF analysis.

What is the Service Area for the TIF Program?

GMA requires an agency implementing impact fees to establish one or more service areas (RCW 82.02.060) for assessing the fees. In 2012, the City evaluated various service area concepts. Based on that review, a single, citywide service area for its Transportation Impact Fee program has been maintained.

What Share of the TIF Costs Are Allocated to Growth in Edgewood

Increases in traffic in Edgewood will come from growth within the City as well as increased travel from outside of the City. Without specific Interlocal Agreements, the City can only apply its TIF to growth within its boundaries. The TIF share for growth in the City is based on the proportional share of the growth share of the forecast travel demands on the City roadways.

As noted previously, the TIF-eligibility rates derived from the travel demand model were calculated to separate out the growth-related travel demands from the existing travel demands. The growth travel demands were then divided into City generated travel and non-City generated growth travel demands. Growth trips that had an origin and/or destination within the City were counted as City-related trips.

What are the Resulting Transportation Impact Fees and Rates?

The City share of the impact fee program project costs were converted to a base cost per new PM peak hour trip. The base cost per new PM peak hour trip was then used to develop the TIF rate schedule for a wide range of land uses. The rate schedule takes into account the relative net new trip generation of the various land uses.

Base Transportation Impact Fee Rate

Based on the City's adopted Land Use Plan from 2024, growth in the City will generate 3,566 additional PM peak hour trips. To calculate a base transportation impact fee rate, the City growth share of the TIF project costs for the citywide service area were divided by the increase in trips forecast within the City. As shown in Table 5, this results in a base TIF rate of $12,426 per new PM peak hour trip for the citywide service area, which represents an increase from the current (2025) TIF rate of $12,140 per PM peak hour trip.

Table 5. Calculating the Citywide Base Transportation Impact Fee Rate

A. Growth Share of TIF Cost[1]	**$44,310,000**
B. Growth in Trips[2]	3,566
C. Base TIF Rate for Service Area[3]	$12,426

1. Based on analysis of land use growth from the 2024 Land Use Plan and PM peak hour trip generation rates from the ITE *Trip Generation Manual, 11th Edition.*
2. Based on model analysis of growth in travel based on land use assumptions.
3. Values in line A divided by values in line B, rounded to nearest dollar.

Reduced Transportation Impact Fee Rate

To fir the TIF rate to the funding program outlined in the Transportation Element, the base TIF rate calculated above in Table 5 was further reduced based on expected capital project revenue estimates. As shown previously in Table 1, the total combined cost of the projects incorporated into the TIF program is $177.6 million. The financing plan from the Transportation Element estimate 20-year revenues for transportation capital projects of $142.6 million, which represents approximately 80% of the total project costs in the TIF program. As shown in Table 6, the base TIF rate from Table 5 was reduced by this percentage for a reduced maximum TIF rate of $9,979 per PM peak hour trip.

Table 6. Calculating the Citywide Reduced Transportation Impact Fee Rate

A. Transportation Element TIF Projects – Total Costs[1]	$177,618,000
B. Transportation Element Total Capital Project Revenues[2]	$142,645,000
C. Ratio of Capital Project Revenues to Costs[3]	80.3%
D. Reduced Maximum TIF Rate for Service Area[4]	$9,979

1. From Table 1
2. From Transportation Element Table 12
3. The ratio of expected transportation capital project revenues (line B) to the expected transportation capital project costs (line A) was used to reduce the overall TIF rate for the City.
4. Base TIF Rate ($12,426) multiplied by values in line C, rounded to nearest dollar.

Development of the TIF Rate Schedules

The reduced transportation impact fee rate per new PM peak hour trip end is converted to a schedule of fees by land use category. This makes it simpler for staff and applicants to calculate the TIF for a specific development project. *Trip Generation*, Institute of Transportation Engineers (ITE), 11th Edition, 2021 provides data on the average PM peak hour trips generated for a wide range of land uses. The weekday PM peak hour trip rate is used because it is consistent with the modeling analysis of growth trips and was the basis for defining the improvement projects. The ITE rates are based on studies from around the United States using standardized sampling and reporting methods. The trip rates are defined based on units of development. Typically, trip rates for residential land uses are based on the number of dwelling units. Trip rates for employment land uses can be reported for several different variables, with the most typical being trips per 1,000 square feet of building area.

The base trip rates are adjusted to reflect the impacts of “new” trips, consistent with methodologies identified in *Trip Generation*.

Pass-by Trip Adjustment

The base PM peak hour trip rate reported by *Trip Generation* reflects the number of trips entering and exiting the site access driveways or roadways during the weekday afternoon time period. *Trip Generation* notes that for some retail and other commercial land uses, not all of the driveway trips are "new" to the road system, but are "pass-by" trips. Pass-by trips reflect traffic that would otherwise be traveling on the adjacent street system but makes an intermediate stop at the new development. A person making a trip between work and home but stops at a gas station along the route is an example of a pass-by trip. The inbound and outbound trips at the gas station would not be new trips to the system and should not be charged in the TIF. Therefore, the rate schedule applies an adjustment to account for the reduction of traffic impacts to account for pass-by trips.

Trip Generation Handbook, ITE, 3rd Edition, 2017 provides guidance on adjustments for pass-by trips. In addition to using ITE data, data on pass-by trip rates applied in TIF programs by other agencies were reviewed in developing the proposed adjustment for Edgewood. The base trip generation rate for residential and many other land use categories are not affected by pass-by trips and therefore, the full base trip rate is applied in the rate schedule.

TIF Rate Schedules

A revised transportation impact fee schedule was prepared for the citywide service area for a wide range of typical land uses. The rate schedule was calculated as follows:

Transportation Impact Fee Rate per Unit = Reduced Cost per New PM Peak Hour Trip x Base Trip Generation Rate per Unit of Development x Pass-by Trip Adjustment Factor

Appendix A includes the resulting rate schedule. The base trip rate and adjustments for pass-by trips are incorporated in the rate schedules. The impact fee assessed for a specific development would simply be calculated by multiplying the number of units by the rate per unit for the corresponding district.

Total Transportation Impact Fee = Number of Units x Transportation Impact Fee per Unit

How are TIF Rates Determined for Uses Not Specifically Included in the Rate Schedule?

The impact fee rate schedule included in Appendix A includes impact fee rates for a wide range of typical land uses. There will, however, be development applications for land uses not included in the rate schedule. GMA requires that the TIF ordinance allow applicants to submit their own independent studies to reflect unique characteristics that may not be accurately reflected by the average trip rates reported in *Trip Generation*.

For applications where the land use category is not included in the rate schedule, the Public Works Director (or designee), would review the schedule and base the rate on the most comparable type of land use in the schedule. The Public Works Director could review definitions in *Trip Generation* or other available studies. The Public Works Director would consider the type of activity, size of development, and other information provided by the applicant in selecting the comparable land use for use in establishing the fee. Such additional information may include the hours of operations; number of employees, staff, or visitors; parking requirements; potential market area; and proximity to other land uses. The Public Works Director should document the rationale for selecting a comparable land use in order to provide background for the project file.

If the Public Works Director determines that none of the categories in the rate schedule provides a suitable comparable land use, the Public Works Director could then request the applicant provide an independent fee calculation. An applicant can also choose to submit their own independent fee study for their development if they believe that the characteristics of their project are not accurately reflected by the rate schedule for one or more land uses. The independent fee calculation would provide data and/or analyses on trip generation characteristics including trip rates, mode share, Public Works Director may accept the calculation and impose the fee based on the independent fee analysis. If the Public Works Director does not accept the independent fee calculation, the applicant can appeal the decision to the hearing examiner consistent with City code.

How are the Transportation Impact Fees Collected and Spent?

The City of Edgewood requires that transportation impact fees be paid prior to the issuance a building permit. If a building permit is not required, the fees would be payable at the time of issuance of an applicable construction permit. The required fees would be those in effect at that time. Under GMA, the City is required to maintain a separate account in its accounting processes for the collected impact fees. The City will use the account to track collection of the TIF and where the funds are spent. The City would encumber the fees as part of its annual budgeting process to assure the funds are properly spent. Collected fees must be encumbered or spent within 10 years of receipt, unless an extraordinary reason is identified in written findings by the City Council. (The requirement to encumber or spend the fees within 10 years was adopted by the Washington State Legislative as part of ESHB 1478 in April 2011 and was signed by the Governor in May 2011.)

The City may only spend the collected fees on improvement projects identified in the TIF program (Figures 2 and 3). The fees may be spent on planning, engineering design, acquisition of right-of-way (for those projects where right-of way was included in the TIF cost), or construction of any of the TIF improvement projects.

GMA requires that the City provide a credit against the TIF for applicants that are required to construct all or a portion of a TIF project or for dedication of land that was *included in the costs of the TIF project*. This eliminates the potential for double charging a development applicant for the same improvement. Since the costs of rights-of-way and frontage improvements for the parallel road system projects were not included in the TIF cost share, credits would not be required for those project elements.

Are any Developments Exempt from the Fees?

GMA allows jurisdictions to exempt low-income housing or other developments that serve broad public purposes, as defined by the City. Fees that would otherwise be collected from exempt developments would be the responsibility of the City. These could be paid through property taxes, general funds, grants, or other applicable funding source but cannot be paid with other TIF fees. The total amount of the potential revenues generated by the program would be directly reduced by any exemptions.

The City of Edgewood has previously chosen to only exempt new developments that do not result in an increase in PM peak hour traffic. In accordance with the recommendation from the City of Edgewood Economic Development Advisory Board (May 5, 2025), the City has decided to also exempt the following non-residential land uses from Transportation Impact Fees:

- Manufacturing, Craft
- Pet and Pet Supplies Stores
- Retail Trade, All Other

- Business and Professional Services, General
- Consumer Goods Rental
- Community Care & Walk-in Clinics
- Indoor Arts, Entertainment, and Recreation Activities, Other
- Outdoor Arts, Entertainment, and Recreation Activities, Other
- Special Food Services
- Drinking Places and Alcoholic Beverages
- Restaurants, Full Service
- Personal Care Services
- Veterinary Services
- Pet Care Service, All Other

How Will the Impact Fees be Kept Up to Date?

Many communities with adopted impact fee programs incorporate an annual cost escalation to help keep fees more current. The cost escalator is based on an index that reflects changes in improvement costs for the area. The City's TIF program and ordinance does not include a cost escalation factor. If the City decides to incorporate a cost escalation factor in the future, it could be based on the most recent Consumer Price Index (CPI) in the region, unless a more applicable industry standard construction cost index is available.

The City also should plan to update the base TIF rates as new growth-related transportation improvement projects are defined as part of the next update of its Comprehensive Plan. Significant changes in forecast residential or employment growth from those in the current Land Use Element and travel forecasting model also would result in a need to update the TIF program and base/reduced rate schedule. Significant annexations to the City also could trigger a need to update the base TIF rates. Changes in land use and growth-related transportation improvement projects would likely be identified as part of the future updates of the City's Comprehensive Plan.

Appendix A: TIF Schedule

City of Edgewood
Schedule of Transportation Impact Fees
Cost per PM peak hour trip end = $9,979

Land Use Category - ITE 11th Edition	Land Use Subcategory	Notes (see below)	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor ** (2)	Net New Trip Rate (3)	Impact Fee Per Unit (4)
RESIDENTIAL								
Single-Family Detached Housing		2	210	0.94	Dwelling Unit	1.00	0.94	$9,380
Single-Family Attached Housing		2	215	0.57	Dwelling Unit	1.00	0.57	$5,688
Multifamily housing (low-rise)		2	220	0.51	Dwelling Unit	1.00	0.51	$5,089
Multifamily housing (mid-rise)	Not Close to Rail Transit	2	221	0.39	Dwelling Unit	1.00	0.39	$3,892
Affordable Housing	Income Limits		223	0.46	Dwelling Unit	1.00	0.46	$4,590
Affordable Housing	Senior	1	223	0.09	Dwelling Unit	1.00	0.09	$898
Mobile Home Park		2	240	0.58	Dwelling Unit	1.00	0.58	$5,788
Senior Adult Housing - Single-Family		2	251	0.30	Dwelling Unit	1.00	0.30	$2,994
Senior Adult Housing - Multifamily		2	252	0.25	Dwelling Unit	1.00	0.25	$2,495

INSTITUTIONAL								
Elementary School			520	0.16	Students	1.00	0.16	$1,597
Middle School/Junior High School			522	0.15	Students	1.00	0.15	$1,497
High School			525	0.14	Students	1.00	0.14	$1,397
Private School (K-12)		1	532	0.17	Students	1.00	0.17	$1,696
Church			560	0.49	1,000 sf GFA	1.00	0.49	$4,890
Day Care Center		2	565	0.79	Students	0.56	0.44	$4,415
Library			590	8.16	1,000 sf GFA	1.00	8.16	$81,429

BUSINESS & COMMERCIAL								
Hotel		2	310	0.59	Room	1.00	0.59	$5,888
All Suites Hotel		2	311	0.36	Room	1.00	0.36	$3,592
Motel		2	320	0.36	Room	1.00	0.36	$3,592
Automobile Sales (News)		2, 3 (a)	840	2.42	1,000 sf GLA	0.75	1.82	$18,112
Automobile Sales (Used)		3 (a)	841	3.75	1,000 sf GFA	0.75	2.81	$28,066
Recreational Vehicle Sales		3 (a)	842	0.77	1,000 sf GFA	0.75	0.58	$5,763
Marijuana Dispensary		3 (a)	882	18.92	1,000 sf GFA	0.75	14.19	$141,602
Fast Food Restaurant without Drive-Through Window		3 (b)	933	33.21	1,000 sf GFA	0.45	14.94	$149,131
Fast Food Restaurant with Drive-Through Window			934	33.03	1,000 sf GFA	0.45	14.86	$148,323
Fast Food Restaurant with Drive-Through and No Indoor Seating			935	59.50	Drive-Through Lanes	0.69	41.06	$409,688
Coffee/Donut Shop without Drive-Through Window		3 (c)	936	32.29	1,000 sf GFA	0.35	11.30	$112,778

Coffee/Donut Shop with Drive-Through Window		3 (c)	937	38.99	1,000 sf GFA	0.35	13.65	$136,178
Coffee/Donut Shop with Drive-Through Window and No Indoor Seating			938	15.08	Drive-Through Lanes	0.02	0.30	$3,010
Quick Lubrication Vehicle Shop		3 (d)	941	4.85	Servicing Position	0.57	2.76	$27,587
Automobile Care Center		2, 3 (d)	942	3.11	1,000 sf GLA	0.57	1.77	$17,690
Automobile Parts and Service Center		3 (d)	943	2.06	1,000 sf GLA	0.57	1.17	$11,717
Gasoline/Service Station			944	13.91	Vehicle Fueling Position	0.43	5.98	$59,687
Convenience Store/Gas Station	GFA (2-4k) - VFP (2-8)		945	18.42	Vehicle Fueling Position	0.44	8.10	$80,878
Convenience Store/Gas Station	GFA (2-4k) - VFP (9-20)		945	18.42	Vehicle Fueling Position	0.25	4.61	$45,953
Self-Service Car Wash		3 (e)	947	5.54	Wash Stall	0.43	2.38	$23,772
Automated Car Wash		1, 3 (e)	948	77.50	Car Wash Tunnels	0.43	33.33	$332,550
Car Wash and Detail Center		1, 3 (e)	949	13.60	Wash Stall	0.43	5.85	$58,357

OFFICE								
Nursing Home			620	0.59	1,000 sf GFA	1.00	0.59	$5,888
Free-Standing Emergency Room		1	650	1.52	1,000 sf GFA	1.00	1.52	$15,168
Medical-Dental Office Building	Stand-Alone	2	720	3.93	1,000 sf GFA	1.00	3.93	$39,217

Government Office Building			730	1.71	1,000 sf GFA	1.00	1.71	$17,064
United States Post Office			732	11.21	1,000 sf GFA	1.00	11.21	$111,865
Research and Development Center		2	760	0.98	1,000 sf GFA	1.00	0.98	$9,779
INDUSTRIAL								
General Light Industrial		2	110	0.65	1,000 sf GFA	1.00	0.65	$6,486
Industrial Park			130	0.34	1,000 sf GFA	1.00	0.34	$3,393
Manufacturing		2	140	0.74	1,000 sf GFA	1.00	0.74	$7,384
Warehousing		2	150	0.18	1,000 sf GFA	1.00	0.18	$1,796
Mini-Warehouse			151	0.15	1,000 sf GFA	1.00	0.15	$1,497
High-Cube Transload and Short-Term Storage Warehouse			154	0.10	1,000 sf GFA	1.00	0.10	$998
High-Cube Fulfillment Center Warehouse	Non-Sort		155	0.16	1,000 sf GFA	1.00	0.16	$1,597
Utility		2	170	2.27	1,000 sf GFA	1.00	2.27	$22,652
Specialty Trade Contractor			180	1.93	1,000 sf GFA	1.00	1.93	$19,259
PORT and TERMINAL								
Intermodal Truck Terminal		1	30	0.69	1,000 sf GFA	1.00	0.69	$6,886
Park-and-Ride Lot with Bus Service		2	90	0.55	Occupied Parking Space	1.00	0.55	$5,488

* Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area.

** The "Pass-By Trip Reduction Factor" reduces the average trip rate based on average pass-by trip percentages published in the *ITE Trip Generation Handbook* (3rd Edition, 2021) and previously adopted factors.

NOTES:

(1) *Trip Generation Manual* (11th Edition, 2021) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.

(2) Alternatively, the weekday PM peak hour trip regression equation in *Trip Generation Manual* can be used instead of the average trip rate identified in the table. However, the equation must be used according to the instructions in Trip Generation Manual.

(3) No pass-by rates are available. Pass-by rates were estimated from other similar uses as described below.

Code	Land Use	Pass-By Trip Reduction Factor
3 (a)	No Data Available 25% Estimated Pass-by	**0.75**
3 (b)	Fast Food Restaurant with Drive-Through (LU #934)	**0.45**
3 (c)	Average of Coffee/Donut Shop with Drive-Through Window and No Indoor Seating (LU #938) and Fast-Food Restaurant with Drive Through (LU #934)	**0.35**
3 (d)	Auto Parts Sales (LU #843)	**0.57**
3 (e)	Gasoline/Service Station (LU #944)	**0.43**

(4) The City has decided to exempt the land uses listed below from Transportation Impact Fees. Impact fees for these land uses have been removed from the rate sheet shown above.

- Manufacturing, Craft
- Pet and Pet Supplies Stores
- Retail Trade, All Other
- Business and Professional Services, General
- Consumer Goods Rental
- Community Care & Walk-in Clinics
- Indoor Arts, Entertainment, and Recreation Activities, Other
- Outdoor Arts, Entertainment, and Recreation Activities, Other
- Special Food Services
- Drinking Places and Alcoholic Beverages
- Restaurants, Full Service
- Personal Care Services
- Veterinary Services
- Pet Care Service, All Other

City of Edgewood
Schedule of Transportation Impact Fees

Cost per PM peak hour trip end = $9979

Land Use Category - ITE 11th Edition	Land Use Subcategory	Notes (see below)	ITE Land Use Code	ITE Average PM Peak Hour Trip Rate (1)	Unit*	Pass-By Trip Reduction Factor ** (2)	Net New Trip Rate (3)	Impact Fee Per Unit (4)
RESIDENTIAL								
Single-Family Detached Housing		2	210	0.94	Dwelling Unit	1.00	0.94	$9,380
Single-Family Attached Housing		2	215	0.57	Dwelling Unit	1.00	0.57	$5,688
Multifamily housing (low-rise)		2	220	0.51	Dwelling Unit	1.00	0.51	$5,089
Multifamily housing (mid-rise)	Not Close to Rail Transit	2	221	0.39	Dwelling Unit	1.00	0.39	$3,892
Affordable Housing	Income Limits		223	0.46	Dwelling Unit	1.00	0.46	$4,590
Affordable Housing	Senior	1	223	0.09	Dwelling Unit	1.00	0.09	$898
Mobile Home Park		2	240	0.58	Dwelling Unit	1.00	0.58	$5,788
Senior Adult Housing - Single-Family		2	251	0.30	Dwelling Unit	1.00	0.30	$2,994
Senior Adult Housing - Multifamily		2	252	0.25	Dwelling Unit	1.00	0.25	$2,495
INSTITUTIONAL								
Elementary School			520	0.16	Students	1.00	0.16	$1,597
Middle School/Junior High School			522	0.15	Students	1.00	0.15	$1,497
High School			525	0.14	Students	1.00	0.14	$1,397
Private School (K-12)		1	532	0.17	Students	1.00	0.17	$1,696
Church			560	0.49	1,000 sf GFA	1.00	0.49	$4,890
Day Care Center		2	565	0.79	Students	0.56	0.44	$4,415
Library			590	8.16	1,000 sf GFA	1.00	8.16	$81,429
BUSINESS & COMMERCIAL								
Hotel		2	310	0.59	Room	1.00	0.59	$5,888
All Suites Hotel		2	311	0.36	Room	1.00	0.36	$3,592
Motel		2	320	0.36	Room	1.00	0.36	$3,592
Automobile Sales (News)		2, 3 (a)	840	2.42	1,000 sf GLA	0.75	1.82	$18,112
Automobile Sales (Used)		3 (a)	841	3.75	1,000 sf GFA	0.75	2.81	$28,066
Recreational Vehicle Sales		3 (a)	842	0.77	1,000 sf GFA	0.75	0.58	$5,763
Marijuana Dispensary		3 (a)	882	18.92	1,000 sf GFA	0.75	14.19	$141,602
Fast Food Restaurant without Drive-Through Window		3 (b)	933	33.21	1,000 sf GFA	0.45	14.94	$149,131
Fast Food Restaurant with Drive-Through Window			934	33.03	1,000 sf GFA	0.45	14.86	$148,323
Fast Food Restaurant with Drive-Through and No Indoor Seating			935	59.50	Drive-Through Lanes	0.69	41.06	$409,688
Coffee/Donut Shop without Drive-Through Window		3 (c)	936	32.29	1,000 sf GFA	0.35	11.30	$112,778
Coffee/Donut Shop with Drive-Through Window		3 (c)	937	38.99	1,000 sf GFA	0.35	13.65	$136,178
Coffee/Donut Shop with Drive-Through Window and No Indoor Seating			938	15.08	Drive-Through Lanes	0.02	0.30	$3,010
Quick Lubrication Vehicle Shop		3 (d)	941	4.85	Servicing Position	0.57	2.76	$27,587
Automobile Care Center		2, 3 (d)	942	3.11	1,000 sf GLA	0.57	1.77	$17,690
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Mini-Warehouse			151	0.15	1,000 sf GFA	1.00	0.15	$1,497
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* Abbreviations include: GFA = Gross Floor Area, sf = square feet, and GLA = Gross Leasable Area.

** The "Pass-By Trip Reduction Factor" reduces the average trip rate based on average pass-by trip percentages published in the *ITE Trip Generation Handbook* (3rd Edition, 2021) and previously adopted factors.

NOTES:

(1) *Trip Generation Manual* (11th Edition, 2021) has less than 6 studies supporting this average rate. Applicants are strongly encouraged to conduct, at their own expense, independent trip generation studies in support of their application.

(2) Alternatively, the weekday PM peak hour trip regression equation in *Trip Generation Manual* can be used instead of the average trip rate identified in the table. However, the equation must be used according to the instructions in *Trip Generation Manual*.

(3) No pass-by rates are available. Pass-by rates were estimated from other similar uses as described below.

Code	Land Use	Pass-By Trip Reduction Factor
3 (a)	No Data Available 25% Estimated Pass-by	**0.75**
3 (b)	Shopping Plaza (40-150k) (LU #821)	**0.60**
3 (b)	Fast Food Restaurant with Drive-Through (LU #934)	**0.45**
3 (c)	Average of Coffee/Donut Shop with Drive-Through Window and No I Seating (LU #938) and Fast-Food Restaurant with Drive Through (LU #934)	**0.35**
3 (d)	Auto Parts Sales (LU #843)	**0.57**
3 (e)	Gasoline/Service Station (LU #944)	**0.43**

(4) The City has decided to exempt the land uses listed below from Transportation Impact Fees. Impact fees for these land uses have been removed from the rate sheet shown above.

- Manufacturing, Craft
- Pet and Pet Supplies Stores
- Retail Trade, All Other
- Business and Professional Services, General
- Consumer Goods Rental
- Community Care & Walk-in Clinics
- Indoor Arts, Entertainment, and Recreation Activities, Other
- Outdoor Arts, Entertainment, and Recreation Activities, Other
- Special Food Services
- Drinking Places and Alcoholic Beverages
- Restaurants, Full Service
- Personal Care Services
- Veterinary Services
- Pet Care Service, All Other

Transportation Impact Fees - Forecasting Scenarios UPDATED 7/7/2025

Permits In Progress	# of Units	# of Trips
Single Family	148	139.12
ADUs	3	1.41
Multifamily	146	68.62
Industrial	N/A	471

Anticipated Impact Fee Expenditures (2025-2030 CIP)	
Total Transportation Project Costs	$8,314,000
Total Cost of Projects w/ TIF Eligibility	$28,835,000
Proposed TIF Expenditures in CIP	**$7,951,000**
Total TIF Expenditures in TIF Program	**$9,930,398**

Year	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**6-Yr Totals**
# of Trips Expected	45	400	250	50	40	30	**815**
Projected Revenues:							
Keep at $12,140 (2025)	$942,657	$4,856,000	$3,035,000	$607,000	$485,600	$364,200	**$10,290,457**
Increase to $12,426 (TIF Program Update)	$955,527	$4,970,400	$3,106,500	$621,300	$497,040	$372,780	**$10,523,547**
Decrease to $9,979 (TIF Program Update)	$845,412	$3,991,600	$2,494,750	$498,950	$399,160	$299,370	**$8,529,242**

Notes : The amounts shown herein are in 2025 dollars. Actual amounts are expected to increase in future years following the adopted inflation index.
No revenues are forecast for those uses that are recommended to be exempt by the EDAB as staff does not have any proposals under review for these uses.

CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD
RECOMMENDATION

The Economic Development Advisory Board voted 4-0 to recommend that the City Council exempt the following non-residential land uses from Transportation Impact Fees:

- Manufacturing, Craft
- Pet and Pet Supplies Stores
- Retail Trade, All Other
- Business and Professional Services, General
- Consumer Goods Rental
- Community Care & Walk-in Clinics
- Indoor Arts, Entertainment, and Recreation Activities, Other
- Outdoor Arts, Entertainment, and Recreation Activities, Other
- Special Food Services
- Drinking Places for Alcoholic Beverages
- Restaurants, Full Service
- Personal Care Services
- Veterinary Services
- Pet Care Services, All Other

RECOMMENDED BY THE CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD ON THE 5TH DAY OF MAY 2025.

5/5/25

Andrew Wiesenfeld
Economic Development Advisory Board Chair

Attest by:

Jeremy Metzler, PE
Community Development Director

City Of Edgewood
Council Agenda Summary Sheet

Subject: Establishing the Equity Diversity and Inclusion Council Sub-Committee as an Ad Hoc Council Advisory Board	**Agenda Item #:** **2.B** **For Agenda of:** **8/19/2025** **Prepared by: Jill Schwerzler-Herrera**

Attachments (list):

1. RESOLUTION 25-0XXX_FORMALLY ACKNOWLEDGING AND ESTABLISHING THE EQUITY, DIVERSITY, AND INCLUSION (EDI) COUNCIL SUBCOMMITTEE AS AN AD HOC COUN

Approval of Materials:		
Jill Schwerzler-Herrera		**Expenditure Required:**
Rachel Pitzel, Assistant City Administrator	08/11/2025	**Amount Budgeted:**
Dave Olson, Mayor	08/11/2025	**Timeline:** Topic to be added to all future Study Sessions (see item history below)

Summary Statement:

Item History:
The council has asked that this topic be discussed at all study sessions for the foreseeable future. As such, this has been a reoccurring agenda item since September of 2020.

At their June meeting, the Equity, Diversity, and Inclusion (EDI) Sub-Committee requested the City's assistance in formalizing the Sub-Committee through a resolution.
Following this, the Sub-Committee members worked directly with City Attorney Maili Barber during their July meeting to develop the attached resolution, which they are now presenting to the City Council for review and approval.

Recommended Action:
Please review the attached resolution and discuss any questions or feedback with the Sub-Committee members.

Fiscal Note/Consideration:
N/A

RESOLUTION NO. 25-0XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, FORMALLY ACKNOWLEDGING AND ESTABLISHING THE EQUITY, DIVERSITY, AND INCLUSION (EDI) COUNCIL SUBCOMMITTEE AS AN AD HOC COUNCIL ADVISORY BODY.

WHEREAS, the Edgewood Municipal Code (EMC) 2.35.010 authorizes the City Council to appoint ad hoc committees and task forces in accordance with the City Council Rules of Procedure to act as advisory bodies to the City Council with specific tasks, timelines, and terms; and

WHEREAS, Section 3.1(10) of the Council Rules of Procedure authorizes the Mayor to appoint Councilmembers to ad hoc committees as deemed necessary; and

WHEREAS, the City Council has previously convened an Equity, Diversity, and Inclusion (EDI) Subcommittee comprised of three Councilmembers and one appointed staff liaison to discuss and make recommendations on matters related to equity, diversity, and inclusion within City policies, practices, and community engagement; and

WHEREAS, the EDI Subcommittee currently provides regular updates and discussion points during Council study sessions and serves as a platform for advancing the City's commitment to inclusive governance; and

WHEREAS, the Council now wishes to formally acknowledge and establish the EDI Subcommittee as an ad hoc Council advisory body to solidify its structure, purpose, and standing within the City's organizational framework; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Establishment. The City Council hereby acknowledges and formally establishes the Equity, Diversity, and Inclusion (EDI) Council Subcommittee as an ad hoc advisory body comprised of three Councilmembers and supported by a designated staff liaison.

Section 2. Purpose. The purpose of the EDI Subcommittee is to support the City Council's efforts, in an advisory capacity, to identify and address issues related to equity, diversity, and inclusion, to recommend strategies and initiatives that promote an inclusive and equitable community, and to advise the full Council accordingly.

Section 3. Advisory Role. The EDI Subcommittee shall serve in an advisory capacity only and shall not take binding action on behalf of the City. Any recommendations of the Subcommittee shall be presented to the full City Council for discussion and consideration.

Section 4. Reporting. The EDI Subcommittee shall have a standing place on the City Council's study session agenda and may provide updates, reports, or recommendations as necessary and appropriate.

Section 5. Membership and Term.
Members of the EDI Council Subcommittee shall be appointed annually by the Mayor in January, as part of the broader appointment process for Council Committee Liaisons, service on regional boards, and other City representation. As an ad hoc body, the EDI Subcommittee exists at the discretion of the City Council and may be disbanded, restructured, or reassigned at any time by Council motion. EDI Council Subcommittee members will serve a two-year term. Subcommittee members may be reappointed after the expiration of their two-year term. Terms should be staggered to promote continuity.

Section 6. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS XTH DAY OF XXXXXXXXXX, 2025

____
Dave Olson, Mayor

ATTEST:

____
Jill Schwerzler-Herrera, CMC
City Clerk

City Of Edgewood
Council Agenda Summary Sheet

Subject: Economic Development Advisory Board (EDAB) Updates	**Agenda Item #:** 2.D **For Agenda of:** 8/19/2025 **Prepared by:** Jeremy Metzler

Attachments (list):
1. SIGNED EDAB Recommendation - Food Truck Pilot Program

Approval of Materials:		
Jeremy Metzler		**Expenditure Required:** N/A
Rachel Pitzel, Assistant City Administrator	08/13/2025	**Amount Budgeted:** N/A
Dave Olson, Mayor	08/13/2025	**Timeline:** Monthly Report to Council, 2nd Study Session

Summary Statement:
The EDAB last met on August 4, 2025, and the materials and recording can be found here: https://edgewoodwa.portal.civicclerk.com/event/1083/overview. The meeting opened with nominations and appointments of the Chair and Vice Chair positions for the next two years, those being Kelsey Morgan and Andrew Weisenfeld, respectively.

Chair Morgan then facilitated a discussion regarding EDAB productivity, led by some prompting thoughts by Board Member Weiss. There was a general desire expressed to meet more frequently and allow for more casual conversation amongst the board members. The suggestion was made to have a workshop / study session between the regular monthly meetings, having a simple agenda with no packet materials, and the board agreed to meet on Friday afternoons during regular business hours so there would be no additional burden on staff to prepare for and administer the meeting. This new schedule will be tested in September, as their regularly scheduled meeting falls on Labor Day - the study session will be on Friday, September 5 at 2p, and the regular meeting will be held on the 3rd Monday, September 15 at 6p. The Board anticipates discussing future festival / market planning with an existing third party non-profit at the study session, as well as commercial developer outreach (see below).

The next topic discussed was food truck outreach, where the board moved to recommend that the Council establish a pilot program for licensing food truck vendors in a similar manner as the City of Puyallup's recent program, and their signed recommendation is attached for Council's consideration. If amenable, staff will gather and prepare the necessary materials for Council's consideration at a future study session.

Finally, the board briefly discussed commercial developer outreach and set a goal to invite a guest speaker to a future workshop / study session.

Item History:
This is a reoccurring agenda item every second study session of the month.

Recommended Action:
Hold a discussion regarding Economic Development Advisory Board (EDAB) Updates

Fiscal Note/Consideration:
N/A

CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD
RECOMMENDATION

The Economic Development Advisory Board voted 4-0 to recommend that the City Council establish a pilot program for licensing Food Truck Vendors in the City of Edgewood, similar to the recent pilot program in the City of Puyallup, charging a $50 annual fee to support the program.

RECOMMENDED BY THE CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD ON THE 4TH DAY OF AUGUST 2025.

Kelsey Morgan

Kelsey Morgan
Economic Development Advisory Board Chair

Attest by:

Jeremy Metzler, PE
Community Development Director

City Of Edgewood
Council Agenda Summary Sheet

Subject: Sign Code Amendments	**Agenda Item #:** **2.E** **For Agenda of:** **8/19/2025** **Prepared by: Jeremy Metzler**

Attachments (list):
1. Ordinance 25-0687, Sign Code Updates
2. Exhibit A - EMC 18.97 Amendments 2025-07-16

Approval of Materials:		
Jeremy Metzler		**Expenditure Required:** N/A
Rachel Pitzel, Assistant City Administrator	08/13/2025	**Amount Budgeted:** N/A
Dave Olson, Mayor	08/13/2025	**Timeline:** ~~07/15/2025 SS~~ ~~07/22/2025 RCM~~ 08/19/2025 SS 08/26/2025 RCM

Summary Statement: There are some inconsistencies and conflicts to address in Edgewood Municipal Code (EMC) regarding signs located in public right-of-way. EMC 12.05.010(A) adopts Pierce County Code (PCC) Title 12 by reference, which prohibits objects in the public right-of-way "without the express permission in writing of the [City] Engineer" under PCC 12.28. EMC Chapter 18.97 is consistent with this for permanent signs, but inconsistent for temporary signs. While EMC remains dependent on PCC for certain provisions, staff believes EMC 18.97 needs to be updated to resolve this inconsistency.

Staff has also received multiple complaints regarding signs mounted on fences and other site features that are facing the public right-of-way, as well as signs that are located on a different site than the business or service for which they are promoting or intended, as they may be considered distractions for the driving public and/or pose a legitimate safety concern.

Staff issued a SEPA Determination of Nonsignifigance (DNS) on May 19, 2025, with the SEPA public comment period ending with the PC's public hearing on June 9, 2025. No public comments were received.

The Planning Commission (PC) unanimously approved their recommendation to the City Council at their June 9, 2025 meeting. Since the PC's recommendation, the City Attorney has reviewed the proposed amendments and advised changing EMC 18.97.240(G) to remain complaint with relevant case law regarding the prohibition of signage within the public right-of-way. To summarize, the following clarifications have been made to the existing provisions:

- Prohibiting signage in public right-of-way adjacent to public property,
- Prohibiting signage attached to any public owned improvements or infrastructure within the public

right-of-way,
- Prohibiting signage placed within a drainage swale located within the public right-of-way, and
- Requires the approval of the abutting property owner to place signage in the public right-of-way.

Following discussion at the July 22, 2025 regular meeting, this item was tabled until tonight's meeting for further review and discussion. Attached for Council's review and discussion are the adopting ordinance and exhibit containing the proposed code amendments as presented on July 22, 2025. Pending tonight's discussion, staff is prepared to make revisions in preparation for Council's consideration at next week's regular meeting.

Item History:
Planning Commission: May 12, 2025, June 9, 2025 (Public Hearing, Action)

Recommended Action:
Hold a discussion and provide staff guidance regarding Sign Code Amendments

Fiscal Note/Consideration:
N/A

ORDINANCE NO. 25-0687

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, RELATING TO AMENDMENTS TO EMC CHAPTER 18.97, SIGN CODE; UPDATING REGULATIONS FOR SIGNS WITHIN OR FACING PUBLIC RIGHT-OF-WAY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Edgewood adopted a new sign code under Ordinance 19-0552 on July 9, 2019, and amended sections regarding prohibited signs and definitions under Ordinance 21-0603 on April 13, 2021; and

WHEREAS, inconsistencies in Edgewood Municipal Code (EMC) have been identified regarding temporary sign allowances within the public-right-of-way; and

WHEREAS, staff has also received complaints regarding signs mounted on fences and other site features that are facing the public right-of-way, as well as signs that are located on a different site than the business or service for which they are promoting or intended, as they may be considered distractions for the driving public and/or pose a legitimate safety concern; and

WHEREAS, the Planning Commission met to review suggested amendments to EMC Chapter 18.97 on May 12, 2025; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for 60-day expedited review on May 19, 2025; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), the City issued a Determination of Nonsignificance (DNS) on May 19, 2025 under File No. 25-007-CODE with a public comment period ending on June 9, 2025 and appeal period ending on June 24, 2025, where no appeals were received; and

WHEREAS, in accordance with EMC 18.60.070, on May 19, 2025 the City issued a Notice of a Public Hearing on the proposed code amendments, setting the Planning Commission public hearing for June 9, 2025 at 6:00 PM; and

WHEREAS, on June 9, 2025, the Planning Commission voted unanimously to recommend adoption to the City Council of the proposed amendments to EMC Chapter 18.97 related to signs in and near the public right-of-way; and

WHEREAS, the City Council reviewed the proposed code amendments at their study sessions held on July 15, 2025 and August 19, 2025; and

WHEREAS, the City Council considered the amendments at their regular meetings held on July 22, 2025 and August 26, 2025;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. EMC Chapter 18.97 Amended. Amendments to EMC Chapter 18.97 relating to signs in and near the public right-of-way are attached hereto as Exhibit A, incorporated by reference.

Section 2. Corrections. Upon the approval of the city attorney and/or the city clerk, the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Effective Date. A summary of this Ordinance, consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication as provided by law.

PASSED BY THE CITY COUNCIL ON THE 26TH DAY OF AUGUST, 2025

____
Dave Olson, Mayor

ATTEST/AUTHENTICATED:

____
Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:

____
Maili C. Barber, City Attorney

Date of Publication: *August 29, 2025*
Effective Date: *September 3, 2025*

Chapter 18.97
SIGN CODE

***18.97.010** – NO CHANGES*

18.97.020 Applicability and interpretations.

A. to C. – NO CHANGES

D. Compliance with these regulations does not remove an applicant's obligation to comply with applicable provisions of any other federal, state, or local law or regulation.

***18.97.030** – NO CHANGES*

18.97.040 Prohibited signs.
No person shall erect, alter, maintain, or relocate any of the following signs in the city:

A. to J. – NO CHANGES

K. Support Signs. Any sign tacked, painted, burned, cut, pasted, or otherwise affixed to utility poles, fences, poles, trees, rocks, posts, ladders, or similar supports visible from and/or within public rights-of-way.

L. Off-Site Signs. Any sign that is not located on the property for which it supports.

M. to O. – NO CHANGES

***18.97.050 to 18.97.060** – NO CHANGES*

18.97.070 Sign placement and location restrictions.
A. Rights-of-Way. No sign, permanent or otherwise, may be placed within the public right-of-way, except Governmental Signs (EMC 18.97.030(E)) or as otherwise permitted by first obtaining a street use permit or a special event permit from the city. See EMC 18.97.240(G) for restrictions on temporary signs within the right-of-way but outside the roadway.

B. to D. – NO CHANGES

***18.97.080 to 18.97.120** – NO CHANGES*

18.97.130 Permanent signs.
Permanent signs shall comply with the sign area, height, number, type, and other requirements of this section and any other applicable sections, as well as the following Table 1 in this section [1]. Sign permits are required for all permanent signs in accordance with EMC 18.97.260, Sign permits.

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
Accessory Sign (EMC 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign at each vehicle ingress or egress, no more than 4 accessory signs per parcel	Building- mounted max. of 8 ft.; freestanding max. of 3 ft. from grade	3 sq. ft. per sign face; may be double-sided	Flexible, see EMC 18.97.140
Accessory Sign – Drive Through, Large (EMC 18.97.140)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	In addition to other accessory signs, 1 large accessory sign for each point of entry to a drive-up window	5.5 ft., including the associated sign structure	45 sq. ft. per drive-up point of entry	Signs shall be oriented so that the sign face is not visible from vehicles travelling in the public right-of-way
Awning or Canopy Sign (EMC 18.97.150)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 awning sign for each primary entrance to a tenant space, see EMC 18.97.150 for secondary entrances	Awning sign cannot be mounted higher than a max. of 25 ft. above the ground floor	On primary elevation, sign shall not exceed 1 sq. ft. of sign per linear foot of awning or canopy width	Cannot project beyond the edges of the awning on which it is displayed. Cannot project above, below, or beyond the edges of

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
					the building wall on which it is located.
Building-Mounted Wall Signs (EMC 18.97.160)	Residential parcels larger than 2 acres in any zoning district	1 per each building facade on an accessory structure, e.g., barn that is parallel to and visible from a street frontage	Shall not project above rooflines or obscure architectural details and may not exceed 70% of the blank wall height	50 sq. ft., but cannot exceed 3% of the area of the facade of building where sign is mounted	Mounted on building that must comply with setbacks
Building-Mounted Wall Signs (EMC 18.97.160)	In the TC, C, MUR, BP, I, and P zoning districts	1 per each building facade that is parallel to and visible from a street frontage	Shall not project above rooflines or obscure architectural details and may not exceed 70% of the blank wall height	Up to 5% of the area of the facade upon which sign is placed, not to exceed 60% of the width of wall plane or tenant space	Mounted on building that must comply with setbacks
Changeable Copy Signs (EMC 18.97.170)	In all zoning districts	1 per parcel but 1 additional sign allowed if placed 100 ft. from public right-of-way and other restrictions	15 ft. max.	No more than 20% of the allowed wall sign area or 50% of a freestanding sign may be changeable copy; if at least 100 ft. from streets, may be a max. of 50% of wall sign area	If building-mounted, building must comply with setbacks; if freestanding, sign must comply with setbacks for freestanding signs
Freestanding Signs (EMC 18.97.180)	MR-2, TC, C, MUR, BP, I, and P zoning districts[1]	See code – 1 for each site frontage	See code – depending on street frontage, 6 to 15 ft.	See code – depending on street frontage, 20 to 100 sq. ft.	5 ft. from street property line; 25 ft. from any interior side lot line; and 30 ft. from any residential zone
Ground-Mounted or Landscape Wall Signs (EMC 18.97.190)	Allowed in all zones but not allowed on individual single-family lots	1 per development	5 ft. max. from grade	Between 24 sq. ft. to 32 sq. ft., see EMC 18.97.190	At least 5 ft. from street property line; 25 ft. from any interior side lot line
Portable Signs (EMC 18.97.200)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 per business or tenant space	Sandwich board signs, max. of 4 ft. in height; pole-mounted signs, max. of 5 ft. in height	Sandwich board signs, 3 ft. in width; pole-mounted, 2 ft. in width	Must be located no further than 10 ft. from primary building of business; prohibited on public right-of-way without street use permit
Projecting Signs (EMC 18.97.210)	All zoning districts	1 per tenant space or building frontage, allowed in addition to wall signage	No higher than the first story level of the building; no lower than 8 ft. above the grade of sidewalk, walkway or driveway	Nonresidential zones: cannot exceed 12 sq. ft.; residential zones: face of sign cannot exceed 1.5 sq. ft. in area	Must be attached to building which complies with setbacks, may extend a max. of 4 ft. from building and hung a minimum of 6 inches from building
Service Island Signs (EMC 18.97.220)	Only allowed in the TC, C, MUR, BP, I, and P zoning districts	1 sign on canopy fascia per street frontage, not to exceed 20% of area of canopy fascia	See building-mounted wall sign requirements	20% of area of canopy fascia to which sign is mounted	Mounted on building that must comply with setbacks
Sign Walker (EMC 18.97.230)	Only allowed in the TC, C, MUR, BP, and I zoning districts	No limit	Shall not exceed 8 ft. in height when held in place	8 sq. ft. in area	Minimum of 30 ft. from street intersection; prohibited on public property or public right-of-way, in

Table 1 – Standards for Permanent Signs by Sign Type.

Type	Zone	Number of Signs	Maximum Height (feet)	Maximum Area (sq. ft.)	Setbacks
					driveways, parking stalls, driving lanes, etc.
Window Sign[2] (EMC 18.97.250)	All zoning districts	No more than 1 permanent window sign per window	No higher than second-story windows for permanent window signs	Shall not exceed 25% of area of window in which sign is displayed	Building in which window sign is displayed must comply with setbacks

1. See EMC 18.97.240 for temporary freestanding signs which are allowed in residential areas.

2. Window signs may be permanent or temporary. This table includes the regulations for permanent window signs.

18.97.140 Accessory signs.
No permit shall be issued for an accessory sign which does not comply with the following standards:

A. to F. – NO CHANGES

G. Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry and in addition to freestanding signs otherwise allowed under EMC 18.97.180, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

1. Maximum Sign Size. Thirty square feet.

2. Maximum Sign Height. Five feet, six inches, including the associated sign structure.

3. Orientation. Large accessory signs must be oriented so that the sign face is not visible from vehicles travelling in any public rights-of way.

4. Screening. All sides of large accessory signs must be screened from the view of vehicles travelling in the public right-of-way with landscaping or walls of brick, stone, or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least 70 percent screening of the sign.

5. Audio. No sound or amplification may be emitted that is audible beyond the site.

18.97.150 to 18.97.170 *– NO CHANGES*

18.97.180 Freestanding signs.
No sign permit shall be issued for a freestanding sign that does not comply with the following standards:

A. Zone. Permanent freestanding signs are only allowed in the MR-2, TC, C, MUR, BP, I, and P zoning districts.[2]

B. to E. – NO CHANGES

18.97.190 Ground-mounted or landscape wall sign.
No permit shall be issued for a ground-mounted or landscape wall sign which does not comply with the following standards:

Figure 18

A. Zones. Allowed in all zones except residential lots in the R-1 and R-2 zones.

B. Number. Multiple signs are permitted to a maximum of 24 square feet and sign(s) shall not cover more than 40 percent of the landscape wall's background area.

C. Setback. Perimeter/screen walls shall be located wholly on private property, comply with setback requirements of the underlying zone, and be located at least five feet from the sidewalk when abutting public right-of-way.

D. Dimensions.

1. Residential subdivisions or multifamily developments: one sign up to a maximum of 24 square feet in area.

2. Nonresidential use in R-1, R-2, MR-1, and MR-2 zoning districts: one sign up to a maximum of 16 square feet in area.

3. Nonresidential use in TC, C, MUR, BP, I, and P zoning districts: one sign up to a maximum of 24 square feet in area.

4. Civic uses in all zoning districts: one sign up to a maximum of 32 square feet.

E. Height. Maximum of five feet above grade. The sign copy shall be a minimum of six inches below the top of the wall and 12 inches above ground level. Signs shall not project above or beyond the top or sides of the landscape wall.

F. Design. Illumination is permitted.

18.97.200 Portable signs.
No permit shall be issued for a portable sign, sandwich board sign, or pole-mounted sign that does not comply with the following standards:

A. Zone. Allowed only in the MR-2, TC, C, MUR, BP, I, and P zoning districts, except that temporary portable signs are allowed in residential zones, subject to the provisions of EMC 18.97.240, Temporary signs.

B. Number. Not more than one portable sign may be displayed per business or per tenant space.

C. Location. Must be located no farther than 10 feet from the primary building of the business, or, if there is only one business or tenant space on the site, it may be located not farther than 10 feet from the site's driveway entrance. No portable sign may be located within, over, or on public right-of-way without a street use permit issued by the city.

D. to G. – NO CHANGES

18.97.210 Projecting signs.
No permit shall be issued for any projecting sign that does not comply with the following standards:

A. to B. – NO CHANGES

C. Location.

1. to 4. – NO CHANGES

5. No projecting sign shall extend into the public right-of-way to any point within ten feet of a vehicular travel lane without an approved street use permit issued by the city.

D. to E. – NO CHANGES

F. Design.

1. In nonresidential zones, Projecting signs may be illuminated, internally or indirectly. In residential zones, projecting signs may not be illuminated.

2. to 4. – NO CHANGES

18.97.220 *– NO CHANGES*

18.97.230 Sign walkers.
Sign walkers are allowed, subject to the following standards:

A. to C. – NO CHANGES

D. Location. Sign walkers are restricted to a minimum of 30 feet from a street or driveway intersection, measured from the back of the curb or edge of pavement if no curb exists, and shall not be located in any of the following places:

1. On any public property or within public right-of-way, although sign walkers are allowed on public sidewalks as limited above;

2. to 5. – NO CHANGES

E. to F. – NO CHANGES

18.97.240 Temporary signs.

A. to C. – NO CHANGES

D. Residential Zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this chapter and the following:

1. to 2. – NO CHANGES

3. Freestanding Signs (Includes Post-Mounted, Stake-Mounted, and Portable Signs). No more than two on-site freestanding temporary signs may be displayed per site, as follows:

a. Non-Multifamily Properties. Temporary freestanding signs shall not exceed four square feet in size and five feet in height if the sign is mounted on the ground. Temporary freestanding signs shall not exceed three feet in height if the sign is stake-mounted or portable.

b. Multifamily Properties. Temporary freestanding signs shall not exceed six square feet in size and five feet in height if the sign is post-mounted on the ground. Temporary freestanding signs shall not exceed three feet in height if the sign is stake-mounted or portable.

4. – NO CHANGES

E. Nonresidential or Mixed-Use Properties. Temporary signs are allowed on properties within the TC, C, MUR, BP, and P zoning districts in accordance with the requirements of this chapter and the following:

1. Building-/Surface-/Wall-Mounted Signs.

    a. Size. Limited to 40 square feet total per building site, not to exceed 20 square feet per individual sign.

    b. Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences only if not visible from public right-of-way. Signs shall not be attached or tethered to other site improvements.

2. to 3. – NO CHANGES

F. – NO CHANGES

G. City Right-of-Way. Except for Governmental Signs (EMC 18.97.030(E)), and unless otherwise authorized by a street use permit, other valid permit, license, or other government approval, temporary signs are prohibited in the public right-of-way adjacent to public property. Temporary signs placed in violation of this section are subject to removal and disposal by the city without notice. The city shall hold signs removed from public right-of-way for a minimum of two weeks before disposing of the sign. Other temporary signs in the public right-of-way (placed outside of the roadway) must comply with the following requirements:

1. Location.

    a. Where a sidewalk or pathway exists: Allowed only between the property line and the back edge of the nearest sidewalk or pathway.

    b. Where no sidewalk or pathway exists: Allowed only between the property line and a line five feet away from the nearest edge of the roadway pavement.

    c. Signs may not be placed on sidewalks, driveways, or other paved areas designed for pedestrian or vehicular use; attached to any public owned improvements or infrastructure within the public right-of-way; or placed within a drainage swale located within the public right-of-way. Approval of the abutting property owner is required.

2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a street use permit.

3. Size and Height. Limited to four square feet in area, and no more than three feet in height.

4. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.

***18.97.250 to 18.97.290** – NO CHANGES*

18.97.300 Definitions.
The words and phrases used in this chapter shall be construed as defined in this section, unless the context clearly appears otherwise. Unless specifically defined in this section, the definitions set forth in other provisions of this code shall likewise apply to this chapter.

"A Definitions" to "Nonconforming sign" – NO CHANGES

"Nonresidential zone" means, in the context of this chapter, the Mixed Use Residential (MUR), Commercial (C), Town Center (TC), Public (P), Business Park (BP), and Industrial (I) zones..

"O Definitions" to "Raceway" – NO CHANGES

"Residential zone" means, in the context of this chapter, the Residential (R-1/R-2) and Mixed Residential (MR-1/MR-2) zones.

"Right-of-way" to "Window sign" – NO CHANGES