

**ORDINANCE NO. 2026-**

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING CHAPTER 3.86 OF THE POULSBO MUNICIPAL CODE TO UPDATE THE TRANSPORTATION IMPACT FEE AMOUNT; PROVIDING CLARIFICATION FOR CREDITS AND ADJUSTMENTS; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

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WHEREAS, the City of Poulsbo has adopted transportation impact fees in Chapter 3.86 of the Poulsbo Municipal Code; and

WHEREAS, pursuant to the Growth Management Act of the State of Washington and Chapter 36.70A RCW, the City of Poulsbo recently adopted a periodic update to its Comprehensive Plan (*Adopted June 18, 2025, by Ordinance 2025-09*), which includes updated provisions for transportation facilities as part of its Capital Facilities Plan; and

WHEREAS, RCW 82.02.050 authorizes cities to impose impact fees on development activity as part of the financing for public facilities, including transportation facilities; and

WHEREAS, so that new transportation capital facilities are available when needed, the Poulsbo City Council has determined that the cost of the transportation capital facilities must be shared by the public and the private sectors, and that a proportionate share of the expense of new transportation capital facilities necessitated by new development should be borne by developers through the City's imposition of transportation impact fees; and

WHEREAS, wherever practical, it is the City's intent to apply transportation impact fees collected in the general proximity of the new development project the fees were collected from; and

WHEREAS, the transportation impact fee amount identified in PMC subsection 3.86.090 is to be updated based upon the updated transportation capital facilities identified in the City's comprehensive plan periodic update; and

WHEREAS, such transportation impact fees shall be calculated, imposed and collected by the City pursuant to procedures and criteria set forth in this ordinance, **NOW, THEREFORE,**

THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, DO ORDAIN AS

FOLLOWS:

**Section 1.**      **Findings Adopted.** The Poulsbo City Council adopts the foregoing recitals as findings in support of the adoption of this Ordinance.

**Section 2.**      **Calculating transportation impact fee amount.** Subsection 3.86.090 of the Poulsbo Municipal Code is hereby amended to read as follows:

**3.86.090 Calculating transportation impact fee amount.**

A. The transportation impact fee to be paid by new development shall be calculated by multiplying ~~three hundred sixty four dollars~~ five hundred sixty-two dollars times the number of average weekday (awd) trips generated by the development that is the subject of the development approval. Average weekday trips shall be determined using the latest version of the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use(s) that are the subject of the permit.

1. The methodology by which the transportation impact fee was derived is set forth in the Transportation Impact Fee Technical Document, dated ~~March 2019~~ April 2026, a copy of which is on file with the city clerk and which is incorporated herein by this reference as if set forth in full.

2. In the event the latest version of the Trip Generation Manual published by the Institute of Transportation Engineers does not identify an average weekday trip (awdt) for a land use, the city will use the weekday peak hour trips (wdpht) multiplied by ten.

B. If the development land use does not fit into any of the categories specified in the land use table in the latest edition of the ITE Trip Generation Manual, the city engineer shall use the most directly comparable type of land use. For mixed use developments, impact fees shall be imposed for the proportionate share of each land use.

C. No transportation impact fee shall be collected if the transportation improvements are incapable of being reasonably accomplished because of lack of public funds. No impact fee shall be imposed by the city on a development when mitigation for the same transportation impact of the development is being required by any other governmental agency pursuant to any other local, state, or federal law.

D. The impact fee imposed by this section should be reviewed whenever the transportation system level of service standard is amended, whenever the list of needed improvements is amended in the capital facilities plan, whenever the city's projected new population assumption is updated, but no less than every ~~ten~~ eight years as part of the Poulsbo comprehensive plan periodic update cycle.

E. Failure of the city to review or amend the fee schedule shall not be a prerequisite to the continued imposition of fees under this chapter.

F. Cost Indexing. At the end of any twelve-month period in which the portion of the city's capital facilities plan listing system improvements that are the basis for transportation impact fees is not updated, the transportation impact fee amount shall be adjusted by the same amount as the percentage change in the June Seattle-Tacoma-Bellevue CPI-U for the most recent twelve-month period prior to the date of the adjustment.

**Section 3. Applicability.** The provisions of this Ordinance apply to development approvals occurring after the effective date of the Ordinance adoption.

**Section 4. 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 5. Corrections.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 6. Effective Date.** This Ordinance shall take effect five (5) days after publication of the attached summary, which is hereby approved.

APPROVED:

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MAYOR, EDWARD STERN

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
CITY CLERK, RHIANNON FERNANDEZ

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_  
EMILY ROMANENKO

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO.

**SUMMARY OF ORDINANCE NO. 2026-**

of the City of Poulsbo, Washington

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On the            day of            ,            , the City Council of the City of Poulsbo, passed Ordinance No.            . A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING CHAPTER 3.86 OF THE POULSBO MUNICIPAL TO UPDATE THE TRANSPORTATION IMPACT FEE AMOUNT; PROVIDING CLARIFICATION FOR CREDITS AND ADJUSTMENTS; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

The full text of this Ordinance will be mailed upon request.

DATED this            day of            ,            .

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RHIANNON FERNANDEZ, CITY CLERK