A Utility Local Improvement District (ULID) is a means for Kitsap County Public Works to finance sewage infrastructure improvements in accordance with Washington State law (RCW 36.94) and Kitsap County Code 13.18. The following outlines the County’s ULID formation process by petition.

**REQUEST ULID FORMATION**
ULID proponents request the County to begin the formation process.

**DEVELOP PROJECT PROPOSAL**
The collaborative group* outlines key components for the ULID project including preliminary boundaries, improvements, and cost/benefit information.

**PUBLIC OUTREACH**
The collaborative group* reaches out to property owners within the ULID project boundary with informational meetings, interest surveys, and mailings.

**CIRCULATE THE PETITION**
The ULID proponents circulate the petition for a maximum of 120 days. They provide 85% of the property owners an opportunity to review and sign the petition.

**MEET PETITION CRITERIA**
The County staff verifies ULID petition meets all requirements including:
- 51% of the property owners by land area approve
- 65% of the total number of property owners approve
- County Auditor provides certificate of sufficiency
- Signed declaration

**STAFF REPORTS TO BOARD OF COMMISSIONERS**
The county staff summarizes and provides recommendations to the Board on proceeding with the ULID formation.

**FORMATION PUBLIC HEARING**
The county staff holds a public hearing on the ULID formation.

**PROJECT BRIEFING TO BOARD OF COMMISSIONERS**
The collaboration group* briefs the Board on the preliminary level of interest in the ULID project. The Board provides direction for proceeding with the ULID petition.

The process begins...

**BOARD OF COMMISSIONERS DECISION**

- The Board of County Commissioners approves formation and the County staff proceeds with project development.
- The Board of County Commissioners denies formation and the process ends.

*The collaborative group consists of a number of ULID proponents, Kitsap County Public Works staff, and Kitsap Public Health District staff.