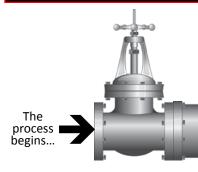
## KITSAP COUNTY PUBLIC WORKS UTILITY LOCAL IMPROVEMENT DISTRICT FORMATION PROCESS



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**

**DEVELOP PROJECT PROPOSAL** 

**PUBLIC OUTREACH** 

ULID proponents request the County to begin the formation process The collaborative group\* outlines key components for the ULID project including preliminary boundaries, improvements, and cost/benefit information The collaborative group\* reaches out to property owners within the ULID project boundary with informational meetings, interest surveys, and mailings

## CIRCULATE THE PETITION

DEVELOP PETITION

PROJECT BRIEFING TO BOARD OF COMMISSIONERS

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.

The county staff develops the formal ULID petition for circulation

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.

## **MEET PETITION CRITERIA**

STAFF REPORTS TO BOARD OF COMMISSIONERS

**FORMATION PUBLIC HEARING** 

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

The county staff summarizes and provides recommendations to the Board on proceeding with the ULID formation

The county staff holds a public hearing on the ULID formation



The Board of County Commissioners approves formation and the County staff proceeds with project development.

BOARD OF COMMISSIONERS
DECISION

The Board of County Commissioners acts on the ULID formation based on public testimony and the benefits resulting from the project

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.