

The County ULID process is governed by Chapter 36.94 of the Revised Codes of Washington (RCW). The RCW identifies:

- 1) Exemptions
- 2) Publications/Notifications
- 3) Hearings
- 4) Protests
- 5) Boundary Enlargements/Parcel Removal
- 6) Segregations

ULIDs can be formed by two (2) means:

- 1) By **petition** – initiated by the property owners of an area. This methodology requires a minimum of 51 % of the land area (not # of parcels) in favor of formation.
- 2) By **resolution** – initiated by the governing body.



CONTACT FOR FURTHER INFORMATION



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Utility Local Improvement Districts (U.L.I.D)



A Utility Local Improvement District (ULID) is a process that enables the County to use long term tax-exempt financing to install utility infrastructure improvements to serve properties in a particular area. This process allows property owners the advantage of low interest rates and up to 20 years to pay for the cost of the improvements.



ULID Process



Step One: *Request for ULID.* Proponents of a ULID would be requested to perform and provide the County with some type of preliminary survey results from neighboring properties that are interested in being included in the ULID. Typically, a proponent will be an individual property owner or group of property owners interested in having sanitary sewers brought into their neighborhood.

Step Two: *ULID boundary identification.* A preliminary ULID boundary is identified by the County based on long range sewer system planning and the results of the preliminary survey.

Step Three: *ULID Feasibility.* The Sewer Utility prepares preliminary designs and costing information to determine if the ULID is cost effective. Cost effectiveness includes, but is not limited to, the analysis of the increase value (special benefit) that a property incurs for receiving sanitary sewer service in relationship to the cost of obtaining that service.

If the ULID does not prove cost effective, the process ends at this point.

Step Four: *Preparation of Petitions.* If the ULID appears cost effective, the Sewer Utility will prepare petition documents to be distributed by the ULID proponent.

The petitions will include estimated ULID cost, projected assessment rates, ULID boundary map, legal description of the ULID and list of infrastructure improvements included in the ULID.

All costs incurred throughout the ULID process will be charged to the ULID. Those costs include, but are not limited to construction, administration, engineering, land acquisition, legal costs, interim financing costs, bond sales, and bond discount. ULID assessment rates will vary from one area to another but will typically include some combination of area charge, frontage charge, capacity charge, stub charge, facilities cost and service charge.

Step Five: Petitions are returned to Pierce County Council.

Step Six: If the proposed ULID area is located within an incorporated area of the County's sanitary sewer service area, the County will require ordinance authority from the local jurisdiction to form the ULID within that City/Town.

Step Seven: *The County Sewer Utility prepares a formation resolution and ordinance.* The resolution will set hearing dates and the ordinance will create the ULID.

Step Eight: *Pierce County Council Action.*

- Submittal of Resolution and Ordinance to Council
- Resolution and Ordinance Introduction and Referral
- Public Works Committee Hearing
- Resolution to Full Council to Set Hearing Date
- Advertising for Hearing
- Ordinance to Full Council
- Protest Period
- Ordinance Appeal Period
- ULID Formed

Step Nine: After ULID formation by the Council, the Sewer Utility will prepare construction documents, complete permitting, and arrange for construction of the proposed improvements.

ULID Timeline

Depending on the complexity of the project and the type of environmental studies and permits necessary to construct the improvements, a typical range of 2 to 3 years can be anticipated from the time when the ULID proponents provide the preliminary interest survey until when actual sewer service is available to the properties within the ULID.

Step Ten: Once all costs are known (typically after completion of construction) the Sewer Utility finalizes total ULID cost and assessment rates.

Step Eleven: Sewer Utility prepares resolution and ordinance for confirmation of final assessment roll and the protest process begins.

Step Twelve: Pierce County Council Action. Same process as with ULID formation. The Council can listen to protests themselves or pass them on to the County Hearing Examiner. At conclusion, Council confirms final assessment roll.

Step Thirteen: Transfer final assessment roll to Assessor-Treasurer's Office for collection per the terms of the final assessment roll ordinance. Statements are mailed to the property owners.

Step Fourteen: Property owners are allowed a 30 day prepayment period with no interest. During prepay timeframe, Council ordinance establishing long term tax-exempt financing is presented. After 30 day prepayment period, long term tax-exempt financing is sold replacing the short-term financing used to construct the improvements.

Step Fifteen: After confirmation of the final assessments, the Sewer Utility sends out a connection notice to each property within ULID.

Step Sixteen: Property owner is responsible for sewer permit fees, capacity charges for any vacant property, if applicable, and on-site side sewer work to connect the structure on the property to the County sewer line serving the property. All these items are not included in ULID costs and final assessment amounts.