

**From:** [Brad Johnson](#)  
**To:** [Melanie Corey](#)  
**Cc:** [Miranda Sires](#); [Greg Young](#)  
**Subject:** City of Burlington - Capital Planning Coordination  
**Date:** Thursday, April 4, 2024 4:40:17 PM

---

Melanie,

As required by the Washington State Growth Management Act (GMA) the City is currently preparing an updated Capital Improvement Plan (CIP). The updated CIP will cover a six-year period between 2025 and 2030. As part of this effort, we are required to coordinate with other public agencies to ensure public facilities are adequate to serve the City's projected growth. The CIP is also intended to ensure capital projects planned by agencies operating within the City of Burlington are feasible and consistent with the City's zoning and development regulations.

Importantly, under the City's adopted comprehensive plan and development regulations, all public agencies operating in the City of Burlington are required to provide capital planning information for a six-year period. Updated information must be provided on an annual basis. Consistent with Burlington Comprehensive Plan Policies (BCPP) and the Burlington Municipal Code (BMC), we are not able to issue permits or approvals to public agencies unless they have provided the required capital planning information (BCPP 6.4.1 and BMC 17.68.050).

Of particular importance for the Housing Authority, capital planning information that directly relates to population and housing growth, such as the need for publicly supported housing, must be based on, and clearly cite, the official growth projections for the City of Burlington (BCPP 6.5.1.1). For the period between 2022 and 2045, the official adopted growth projections show Burlington will grow by 4,819 people and 2,843 housing units. Copies of the relevant growth projections have been provided below.

The City requires the following capital planning information for the six-year period between 2025 and 2030:

1. A list of any proposed construction projects in the City of Burlington, including new facilities, remodels, and demolitions.
2. Estimated costs for the identified construction projects.
3. A description of how the City's projected growth is expected to impact the services provided by your agency, particularly with respect to the projected need for new affordable housing units.

Please provide the information identified above by May 4, 2024.

Thank you,

**Brad Johnson**

Community Development Director

City of Burlington

360-755-9717 (7201)

[bradmj@burlingtonwa.gov](mailto:bradmj@burlingtonwa.gov)

Population projections:

**Housing projections:**