

King County Utilities Technical Review Committee

Process for Review of Utility Comprehensive Plans

Utilities submit comprehensive plans to the King County Utilities Technical Review Committee (UTRC). The UTRC reviews utility comprehensive plans for consistency with the King County Code (K.C.C.) and Comprehensive Plan, and makes a recommendation to the King County Council. King County's authority for water system plan review is based on K.C.C. 13.24 for those utilities that desire to obtain and or distribute water in unincorporated King County and or Title 57 RCW for special purpose districts. In addition to the process below, King County will attend Department of Health pre-planning meetings to ensure King County's interests in water plan review are conveyed to the public water system early in plan development and to gain a current understanding of issues facing the public water system.

THE PROCESS:

UTRC Review/Utility Response:

- STEP 1. Utility sends 2 draft plans and an electronic version including SEPA and environmental compliance documents for preliminary review to King County's UTRC Chair, 201 S. Jackson Street, Suite 500, KSC-NR-0512, Seattle, WA 98104-3855
RESPONSIBILITY: Utility
- STEP 2. UTRC reviews the plan and sends a letter to the utility outlining consistency with Comprehensive Plan and K.C.C.
RESPONSIBILITY: UTRC (King County)
Timeline: Step 2 comment letter will be sent within 90 Days of receipt of plan.
- STEP 3. Utility addresses issues and sends final plan with adopting resolution or ordinance to UTRC.
RESPONSIBILITY: Utility

Executive Transmittal Process:

- STEP 4. The UTRC invites the utility to the next UTRC meeting for final discussion and recommendation to Council. Representatives for plans being reviewed are encouraged to attend UTRC meetings. UTRC meetings are held the third Wednesday of each month.
RESPONSIBILITY: UTRC (King County)
- STEP 5. UTRC prepares transmittal letter and ordinance (legislative package) and sends plan to the Director of DNRP for transmittal to Executive.
RESPONSIBILITY: UTRC (King County)
Timeline: Step 4 and 5 will be completed within 60 days of receipt of final plan (Step 3).
- STEP 6. Director of DNRP transmits legislative package to the Executive.
RESPONSIBILITY: Director of DNRP (King County)
Timeline: Step 6 will be completed within 14 days.
- STEP 7. Executive reviews legislative package and transmits to Council.
RESPONSIBILITY: King County Executive

King County Legislative Review Process (steps 8 – 10 will typically occur within 60 days, on average):

- STEP 8. King County Council accepts and assigns legislation to subcommittee. The subcommittee considers legislation and recommends approval back to full Council. Full Council will address and pass legislation approving plan.
RESPONSIBILITY: King County Council
- STEP 9. Executive signs legislation.
RESPONSIBILITY: King County Executive
- STEP 10. UTRC notifies utility in writing of King County Council action.
RESPONSIBILITY: UTRC (King County)

The Guidance Document:

All draft water comprehensive plans submitted to the UTRC for review will be evaluated for consistency with K.C.C. and Comprehensive Plan. The purpose of the **Guidance Document for King County Review of Water System Plans (WSP)** is to assist utility service providers and the UTRC in verifying that the plan is consistent with the K.C.C. The issues in the guidance document are where the County will focus its plan review.