

SULTAN PLANNING BOARD
AGENDA ITEM COVER SHEET

ITEM NO: D-1

DATE: January 5, 2010

SUBJECT: 2011 Comprehensive Plan Update – Land Use Element Goals and Policies

CONTACT PERSON: Deborah Knight, City Administrator

ISSUE:

The issue before the planning board is to review the proposed goal and policy changes to the land use element of the 2004 comprehensive plan and provide direction to staff.

Reviewing and revising the goals and policies of the 2004 comprehensive plan is the second phase of the mandatory 7-year update of the city's comprehensive plan required by the Growth Management Act¹.

The third phase is to complete the technical analysis of the proposed revisions and update as necessary the data that is the foundation of the comprehensive plan. This work will begin in February 2010 and continue into early 2011.

The final phase is the required process to adopt the plan. This work will begin in early 2011 and be completed by December 1, 2011 as required by the Growth Management Act. Attachment C outlines the city's process to update the comprehensive plan.

Proposed changes to goals and policies for the housing, environmental and transportation elements are in the queue and ready for the planning board to review. Staff will bring forward the proposed changes to each element as directed by the planning board.

BACKGROUND:

The Growth Management Act (GMA) requires the city to update its comprehensive plan by December 1, 2011. **Attachments A and B** summarize the state requirements under the Growth Management Act to update local comprehensive plans.

More information on the Growth Management Act Update is available at www.mrsc.org/Subjects/Planning/gmaGMAupdates.aspx

¹ RCW 36.70A.130(4)

Joint City Council/Planning Board Meeting

During June 30, 2009 joint meeting, the City Council and Planning Board directed staff to:

1. Involve the Sultan community - Follow the Comprehensive Plan Approach and Schedule approved at the joint meeting (**Attachment C**).
2. Focus on the mandatory tasks for the seven-year update –Align the city’s goals and policies with the Puget Sound Regional Council goals and policies in Vision 2040 and the County-wide goals and policies.
3. Do not implement discretionary tasks – Do not revise the future land use map or zoning designations during the 7-year update. Consider revising the future land use map during the 10-year update (2012-2015) following the federal census and county buildable lands report.

The comprehensive plan update must also be coordinated with amendments to the City’s Water System Plan (WSP), General Sewer Plan (GSP), Parks and Open Space Plan (POS), Industrial Parks Master Plan and development regulations.

There is a significant amount of work that must be done in the next 18 months with enough lead time for mandatory public participation and comment on proposed changes. The planning board, city council, and Sultan community must stay on task to complete the update by the deadline.

SUMMARY:

Growth Management Act Requirements

For the 2011 update to the 2004 comprehensive plan, the city is required to align the goals and policies in the comprehensive plan with the Puget Sound Regional Council Vision 2040 and multi-county planning policies (MPP). The city is also required to align its goals and policies with the Snohomish County countywide planning policies (CPP).

The policy questions presented to the Sultan community are framed around the Puget Sound Region Council’s Vision 2040, multi-county planning policies (MPP), and countywide planning policies (CPP). Copies of these documents were provided to the Planning Board at the June 30, 2009 joint meeting.

Council Approved 2011 Update Process

The process to update the comprehensive plan is broken into four phases:

1. Project Set-Up (July 2009-September 2009). This phase was completed in September with approval of the Comprehensive Plan Approach and Schedule

(Attachment C) and the comprehensive plan kick-off meeting on September 30, 2009.

2. Drafting the Plan Policies (October 2009-July 2010). The city is currently in Phase II of the update process.
3. Existing conditions and trends (January 2010 – December 2010). The technical analysis of existing conditions and trends will start in January with revisions to the water and sewer plans. The water plan must be updated by November 2010. Other technical work will begin in February 2010. Technical work may continue into 2011.
4. Adoption (January 2011 – September 2011). This is the formal adoption process including revisions to the development regulations to be consistent with proposed comprehensive plan revisions. Changes to the development regulations and comprehensive plan must occur simultaneously.

Phase II Drafting the Plan Policies

The city is currently in Phase II of the Plan update. In accordance with the adopted Comprehensive Plan Approach (Attachment C), the city is in the process of working with the community through small group meetings to review and recommend changes to the goals and policies in the city's 2004 comprehensive plan.

A small group of about 20 people met together October 27, 2009 to review the land use element of the comprehensive plan and answer policy questions (Attachment D). The policy questions are intended to give direction to the council, planning board and staff in updating the goals and policies to reflect the community's vision of its future.

The original idea was to create three small work groups and assign each work group three or four chapters of the comprehensive plan. Each work group would answer the policy questions in the assigned chapters (elements) of the comprehensive plan and review the proposed changes to the goals and policies. Instead, the community has been working to review the chapters as a single group.

Planning Board's Role

The planning board's role is to participate in the small group meetings and review the proposed text changes to the goals and policies. The planning board is ultimately responsible for recommending changes in the comprehensive plan to the city council.

The planning board must be careful to separate policy from process. The planning board's role at this point is to ensure the policy direction provided by the small work group, as well as the direction from Vision 2040 and the countywide planning policies are incorporated into the revised goals and policies.

Process issues will be addressed by the planning board during its review of the development regulations after the goals and policies are revised.

Action Words

Recommendations by the planning board made at the policy level have real world impacts that take time to unfold. The planning board should carefully consider the verbs used for each goal and policy. “Promoting” an idea such as green buildings implies a different level of action than “require”.

Goal

The planning board should keep focused on the overall goal and the following guiding principles during the review process:

Update the comprehensive plan goals and policies to be consistent with the multi-county planning policies (MPP) and Snohomish County planning policies (CPP).

Guiding Principals

- Provide city staff with policy direction to amend goals and policies for review by small groups.
- Keep goal and policy language simple and easy to understand. Use “plain” language. Mean what you say.
- Split long phrases and sentences into separate single sentence statements for easier reading.
- Eliminate unnecessary phrases in the goals and policies that belong in the city’s development regulations (e.g. “disallow or disapprove proposals that violate the original use intent...”)
- Update goals and policies to reflect multi-county planning policies (MPP) and Vision 2040
- Update goals and policies to reflect county-wide planning policies (CPP)
- Update goals and policies to reflect citizen input and feedback.

Attachment E provides a summary of the “topic” areas required in the land use element.

Attachment F provides a table showing the connection between the MPP, CPP and Sultan proposed goals and policies.

DISCUSSION OF THE LAND USE ELEMENT:

Purpose of the Land Use Element

A Land Use Element is one of six mandatory elements required by the Growth Management Act 2:

The Growth Management Act requires that population, employment and land use be planned together through the Year 2040; and that the Comprehensive Plan and City Code be coordinated to accomplish those targets in a coordinated fashion.

The Land Use section of the Comprehensive Plan establishes the framework for the City's future land use development. It presents the community's policy for growth through 2040. It deals directly with how citizens will be able to use their land and therefore is among the most sensitive topics of government regulation. Most important to this Plan update, it shows where development will occur as a basis for a Capital Facilities Plan. It considers the general location, intensity and density of land uses so that traffic, drainage, community services, utilities, etc. can be properly planned for.

Vision 2040 Land Use Goal

The region will focus growth within already urbanized areas to create walkable, compact, and transit-oriented communities that maintain unique local character. Centers will continue to be the focus of development. Rural and natural resource lands will continue to be permanent and vital parts of the region.

Organization of the Land Use Element

Under Vision 2040, the Land Use section is divided into nine topic headings:

1. Urban Lands
2. Regional Coordination and Cooperation
- 3. Centers (new for Sultan)**
4. Cities in Rural Areas
5. Elements of Orderly Development and Design
- 6. Built Environment and Health (new for Sultan)**
- 7. Innovative Techniques (new for Sultan)**
8. Incompatible Land Uses
9. Concurrency (covered under capital facilities section)

Changes from the Small Group Meeting on 11-10-2009

- List criteria for annexations under LU 3.8
- Add policies for siting essential public facilities (required by state law)³

FISCAL IMPACT:

This is a planning level activity. The fiscal impact of land use goals and policies will be determined during the technical analysis of the goals and policies later in 2010. However, the planning board should keep in mind the connection between land use, housing, transportation and capital facilities costs.

One of the primary components of Vision 2040 is to focus future development in “centers”. Decisions to create new “centers” in Sultan as recommended by the small group come with a cost. The city will need to provide water, sewer, stormwater and roads to new commercial areas within the city.

Typically, the cost to redevelop an existing area is lower than new development because the services are already in place. The cost of providing services is translated into developer paid impact fees and infrastructure improvements. Impact fees are in turn folded into the cost of new housing and commercial development.

RECOMMENDED ACTION:

Review the proposed goal and policy changes to the land use element of the 2004 comprehensive plan and provide direction to staff.

ATTACHMENTS:

- A- Growth Management Act - Periodic Update Overview
- B- Department of Commerce - Periodic Update Checklist for Cities
- C – City of Sultan Comprehensive Plan Approach and Schedule (Adopted 06-30-09)
- D – Land Use Element Policy Responses from Small Group Meeting
- E – Proposed Changes to the Land Use Goals and Policies by “Topic”
- F – Proposed Changes to the Land Use Goals and Policies Comparison Table (MPP, CPP and Sultan)

3 RCW 36.70A.200 *Siting of essential public facilities — Limitation on liability.*

(1) The comprehensive plan of each county and city that is planning under RCW ^{36.70A.040} shall include a process for identifying and siting essential public facilities. Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW ^{47.06.140}, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW ^{71.09.020}.

Attachment A Growth Management Act Periodic Update Overview

The Growth Management Act (GMA) requires period reviews and updates of county and city comprehensive plans according to the following schedules:

- Local plan compliance review and update every 7 years – next due by 2011
- Urban Growth Area review and update at least every 10 years – next due by 2015.

Seven year update

The mandatory requirements of the seven-year update include:

- Aligning the city's comprehensive plan with the multi-county planning policies (MPP) developed by the Puget Sound Regional Council and the county-wide planning policies developed by Snohomish County.
- Incorporating new multi-county planning policies and county-wide planning policies (i.e. climate change) into the comprehensive plan.
- Reviewing the city's infrastructure inventories and development regulations to ensure consistency with the growth management act.

Because the city just completed a major plan revision in 2008, the seven year update can be a relatively minor effort. The city can wait and place greater emphasis on the ten-year update in 2012-2015.

Ten year update

The ten year update will begin in 2012-2015 following projections from the 2010 census. The census will be used to develop population growth projections and allocate populations to the urban growth areas.

This is an opportunity for the city to analyze its future land use map. The city will need to ensure there is adequate land available to accommodate people and jobs. The city could evaluate its growth strategies and request an expansion or revision to its urban growth area during the ten-year update.

The big picture

The Growth Management Act creates a pyramid of statewide planning that begins at a regional level. Pierce County, King County and Snohomish County and all the cities within these counties are a part of a regional planning organization called the Puget Sound Regional Council (PSRC).

The PSRC is responsible under the Growth Management Act to develop a set of multi-county planning policies (MPP) that guide the region's growth for the future. Multi-county planning policies provide a common region-wide framework for countywide and local planning in the central Puget Sound Region. PSRC adopted its revised multi-county planning policies in April 2008. The adopted document is titled *Vision 2040* and replaces the previous planning document *Vision 2020*.

Vision 2040 sets a bold new direction for the region. *Vision 2040* stresses the importance of the natural environment and protecting our water and air. Some planning professionals believe PSRC exceeded its core functions of addressing the urban growth area, contiguous and orderly development, siting capital facilities, transportation, housing, joint planning, and economic development. Regardless, there are now multi-county planning policies for environmental stewardship, earth and habitat, water quality, air quality and climate change.

County-wide planning policies

The adoption of *Vision 2040* created new priorities for county and city updates:

- County-wide planning policies (CPP) need to be consistent with *Vision 2040* multi-county planning policies by December 31, 2010.
- Local plans need to align with *Vision 2040* and the county-wide planning policies at the time of the 7-year updates by December 1, 2011.

The work to update the CPP is already underway. Snohomish County through Snohomish County Tomorrow (SCT) and the Planning Advisory Committee (PAC) is working with its city's to evaluate and make recommendations to update the county-wide planning policies.

Snohomish County and its member cities have decided to take the following approach to update the county-wide planning policies:

- Continue the process to update the CPPs for consistency with *Vision 2040* multi-county planning policies by December 31, 2010.
- Keep the two upcoming GMA-mandated formal plan updates separate – 2011 for the 7-year update and 2015 for the 10-year urban growth area expansion to be consistent with revised growth targets based on the 2010 census.
- Provide an opportunity for local jurisdictions to update their plans to reflect the *Vision 2040* Regional Growth Strategy by 2011 based on early, preliminary indication of potential growth to 2035 (20-year update).

Seven year update – mandatory requirements

Sultan adopted its last **update** in 2004. In 2008 the city adopted **revisions** to its comprehensive plan to be consistent with the Growth Management Act. Revisions and updates are different and should not be confused.

Updates are mandatory. Updates subject all local GMA policies and regulations to legal challenge of any part of the GMA policies and regulations previously adopted. A plan revision is an amendment. Revisions narrow the legal challenge to only the revised portion of the plan not the entire plan.

Even though the city adopted revisions to its plan in 2008 it is required to update the plan by 2011. As a part of the seven-year update, the city is required to:

- Align its goals and policies with the goals and policies adopted by the Puget Sound Regional Council (PSRC) and Snohomish County⁴
- Have an accurate inventory of capital facilities, utilities and housing
- Review and update its development regulations to be consistent with its comprehensive plan

Public participation

The GMA requires “early and often” public participation.⁵ There are many ways to gather public input including surveys, town meetings, open houses, regular council and planning board meetings, and formal public comment opportunities. The City of Sultan is using all the available public outreach tools focusing on small group meetings to review policy questions with the community and convert the preferred direction into goals and policies consistent with Vision 2040 and the county-wide planning policies.

Discretionary tasks

The city council and planning board discussed going beyond the mandatory requirements and addressing other issues in the comprehensive plan such as:

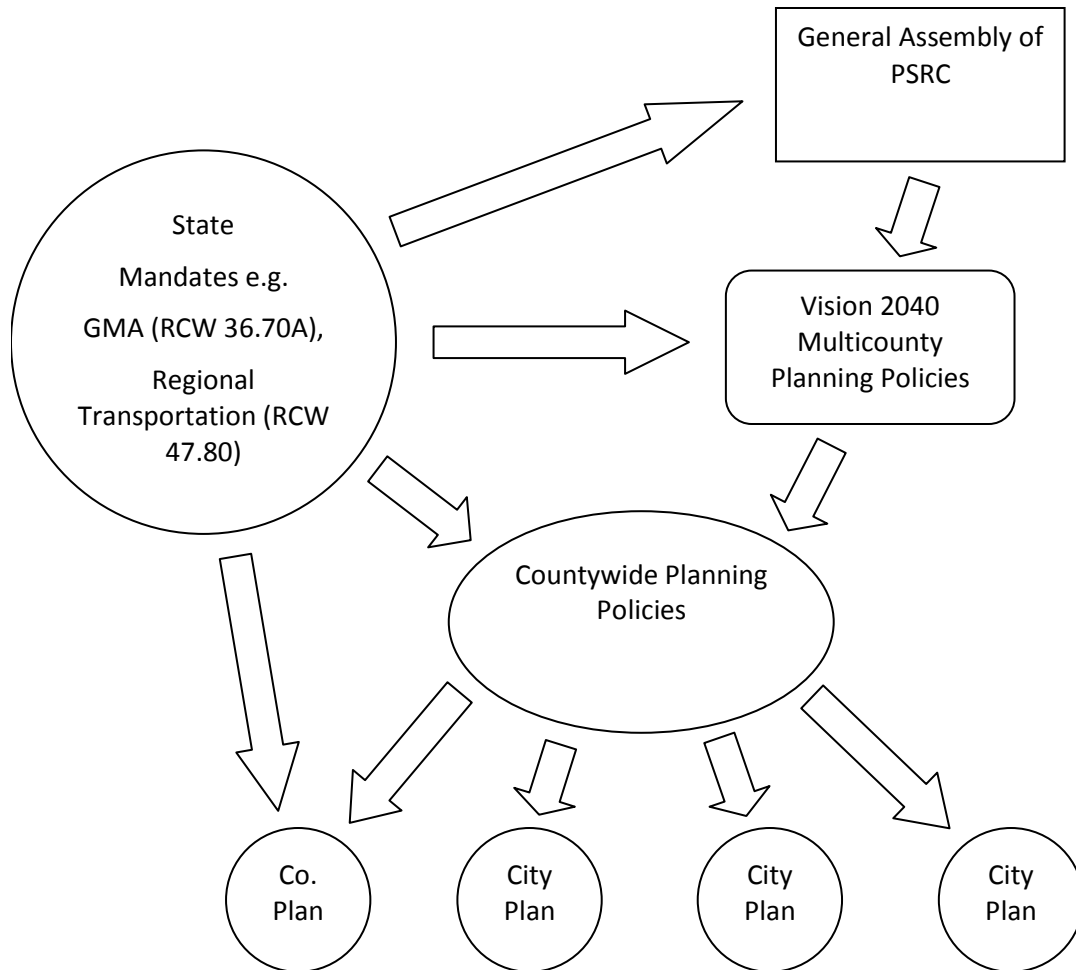
- Reevaluate the growth strategy to require retail development before adding more housing development (retail before rooftops)
- Encouraging in-fill development before extending services to outlying areas (concentric circle growth pattern)
- Discouraging annexations into the city until buildable land is unavailable within the city limits.

At the June 30, 2009 meeting, council directed staff not to include a discussion of amending the future land use map and zoning code in the 2011 Update.

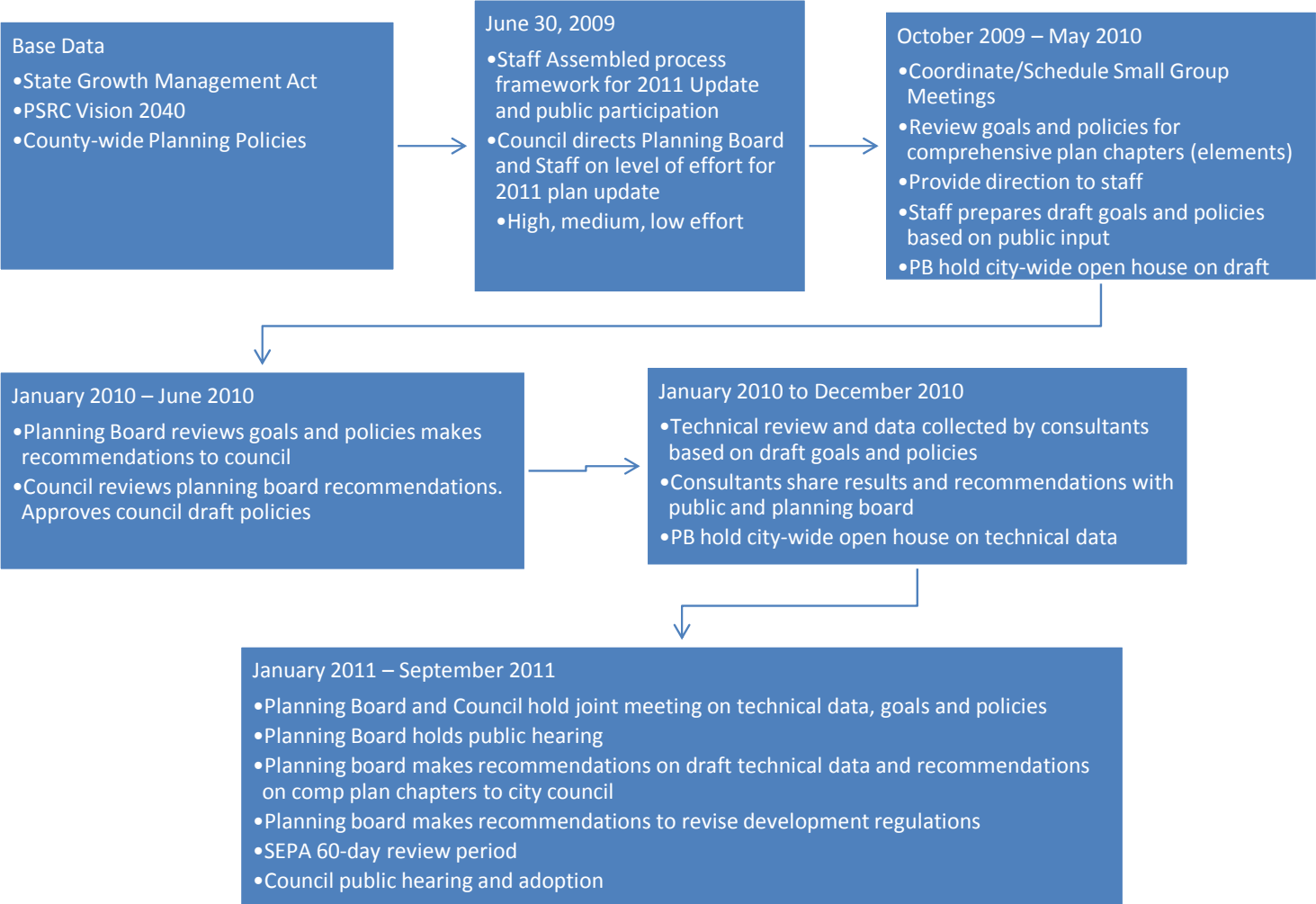
⁴ Copies of the multi-county planning policies (MPP) and county-wide planning policies (CPP) are available in the comprehensive plan notebook provided to members of the city council and planning board.

⁵ The basic legal requirement for public participation says that every jurisdiction planning under the Growth Management Act (GMA) “shall establish and broadly disseminate to the public a public participation program identifying procedures providing for **early and continuous public participation** (emphasis added) in the development and amendment of comprehensive land use plans and development regulations implementing such plans.” (RCW 36.70A.140)

Comprehensive Planning Process



City of Sultan 2011 Comprehensive Plan Update Process





Attachment B

Periodic Update Checklist for Cities

This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) to conduct the “periodic review and update” of comprehensive plans and development regulations required by RCW 36.70A.130(4). Cities can use the checklist to identify components of their comprehensive plan and development regulations that may need to be updated to reflect the latest information, or to comply with changes to the GMA since their last update.

This checklist includes all components of the plan and regulations that are specifically required by the GMA, with new or amended statutory changes since 2003 emphasized in **highlighted text**. An expanded checklist (one for comprehensive plans, one for development regulations) is available, which also includes related good ideas and recommendations. A separate checklist is available for counties. Cities within the Puget Sound Regional Council (PSRC) boundaries may want to use this checklist in tandem with PSRC checklists.

How to fill out the checklist

With the most recent version of your comprehensive plan and development regulations in hand, fill out each item in the checklist. Select the check box (place your cursor just before the yes/no box and then double click for check box option menu) or type in text fields, answering the following questions:

Is this item addressed in your current plan or regulations? If YES, fill in the form with citation(s) to where in the plan or code the item is addressed. We recommend using citations rather than page numbers because they stay the same regardless of how the document is printed. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision. If you still have questions, visit the Commerce Web page or contact the Commerce planner assigned to your city.

Is amendment needed to meet current statute? Check YES to indicate a change to your plan or regulations will be needed. Check NO to indicate that the GMA requirement has already been met. Local updates may not be needed if the statute hasn’t changed since your previous update, if your city has kept current with required inventories, or if there haven’t been many changes in local circumstances. Check “Further Review Needed” if you are unsure whether the requirement has already been met.

Is your city considering optional amendments? Use this field to note areas where your city may elect to work on or amend sections of your plan or development regulations that are not strictly required by the GMA.

How to use the completed checklist

Growth Management Services strongly encourages that you send the complete checklist to Commerce with the application for your update grant. Before you send it to Commerce, the checklist can be used to help write your proposed grant “Scope of Work,” which is part of your grant application. The checklist can also help you develop a detailed work plan for your overall update. The checklist can be used to inform the contents of a city council resolution that defines what actions will be taken as part of the GMA update.

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Jurisdiction Name

I. Required Comprehensive Plan Elements and Components (Sections 1 – 8)

1. Land Use Element - A Land Use Element that is consistent with county-wide planning policies (CWPPs) and RCW 36.70A.070(1)	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. A future land use map showing city limits and urban growth area (UGA) boundaries. [RCW 36.70A.070(1) and RCW 36.70A.110(6)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Consideration of urban planning approaches that increase physical activity. [RCW 36.70A.070(1), Amended in 2005] <i>Note: Approaches may include mixed use community centers, bicycle and pedestrian networks or other means to include physical activity in daily life.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. A consistent population projection throughout the plan which should be consistent with the Office of Financial Management forecast for the county or the county’s sub-county allocation of that forecast. [RCW 43.62.035]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

1. Land Use Element - A Land Use Element that is consistent with county-wide planning policies (CWPPs) and RCW 36.70A.070(1)	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
d. Estimates of population densities and building intensities based on future land uses. [RCW 36.70A.070(1)] <i>Note:</i> GMS suggests a table showing land use designations and implementing zoning as a projection of existing and projected development capacity.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
e. Provisions for protection of the quality and quantity of groundwater used for public water supplies. [RCW 36.70A.070(1)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
f. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, stormwater management facilities, recreation, schools, and other public uses. [RCW 36.70A.150] <i>Note:</i> A timeline and budget for acquiring lands identified as useful for public purposes under RCW 36.70A.150 should be developed but should not be adopted as part of the comprehensive plan.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

1. Land Use Element - A Land Use Element that is consistent with county-wide planning policies (CWPPs) and RCW 36.70A.070(1)	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
g. Identification of open space corridors within and between urban growth areas , including lands useful for recreation, wildlife habitat, trails, and connection of critical areas. [RCW 36.70A.160]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
h. <i>If there is an airport within or adjacent to the city: policies, land use designations (and zoning) to discourage the siting of incompatible uses adjacent to general aviation airports.</i> [RCW 36.70.547, New in 1996] <i>Note: The plan (and associated regulations) must be filed with the Aviation Division of WSDOT.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
i. <i>If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: policies, land use designations, (and consistent zoning) to discourage the siting of incompatible uses adjacent to military bases.</i> [RCW 36.70A.530(3), New in 2004]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
j. Where applicable, a review of drainage, flooding, and stormwater run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state. [RCW 36.70A.70(1)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

1. Land Use Element - A Land Use Element that is consistent with county-wide planning policies (CWPPs) and RCW 36.70A.070(1)	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
<p><i>Note: RCW 90.56.010(26) defines waters of the state. Jurisdictions subject to U.S. Environmental Protection Agency National Pollution Discharge Elimination System (NPDES) Phase 1 and Phase 2 should comply with all permit requirements.</i></p>			
<p>k. Policies to designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. In developing these policies, the city must have included the best available science (BAS) to protect the functions and values of critical areas, and give “special consideration” to conservation or protection measures necessary to preserve or enhance anadromous fisheries. [RCW 36.70A.030(5), RCW 36.70A.172, BAS added in 1995] <i>Note: See WAC 365-195-900-925</i></p>	<p><input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):</p>	<p><input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i></p>	
<p>l. If forest or agricultural lands of long-term commercial significance are designated <i>inside</i> city: a program authorizing Transfer (or Purchase) of Development Rights. [RCW 36.70A.060(4), Amended in 2005]</p>	<p><input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):</p>	<p><input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i></p>	

Periodic Update Checklist for Cities

2. A Housing Element to ensure the vitality and character of established residential neighborhoods and is consistent with relevant CWPPs, and RCW 36.70A.070(2) .	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Goals, policies, and objectives for the preservation, improvement, and development of housing. [RCW 36.70A.070(2)(b)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
a. An inventory and analysis of existing and projected housing needs over the planning period. [RCW 36.70A.070(2)(a)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Identification of sufficient land for housing , including but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, group homes, and foster care facilities. [RCW 36.70A.070(2)(c)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

2. A Housing Element to ensure the vitality and character of established residential neighborhoods and is consistent with relevant CWPPs, and RCW 36.70A.070(2) .	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
c. Adequate provisions for existing and projected housing needs for all economic segments of the community. [RCW 36.70A.070(2)(d)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
d. If enacting or expanding an affordable housing program under RCW 36.70A.540: identification of land use designations within a geographic area where increased residential development will assist in achieving local growth management and housing policies [RCW 36.70A.540, New in 2006]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
e. Policies so that manufactured housing is not regulated differently than site built housing. [RCW 35.21.684, 35.63.160, 35A.21.312, and 36.01.225, Amended in 2004]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

2. A Housing Element to ensure the vitality and character of established residential neighborhoods and is consistent with relevant CWPPs, and RCW 36.70A.070(2) .	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
f. <i>If the city has a population of over 20,000: provisions for accessory dwelling units (ADUs) to be allowed in single-family residential areas.</i> [RCW 36.70A.400 , RCW 43.63A.215(3)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
3. A Capital Facilities Plan (CFP) Element to serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc.; including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from Park and Recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and RCW 36.70A.070(3) , and include:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Policies or procedures to ensure capital budget decisions are in conformity with the comprehensive plan. [RCW 36.70A.120]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

3. A Capital Facilities Plan (CFP) Element to serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc.; including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from Park and Recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and RCW 36.70A.070(3) , and include:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
b. An inventory of existing capital facilities owned by public entities. [RCW 36.70A.070(3)(a)] <i>Note:</i> The inventory should include references to facility plans, include a brief summary of the plans, indicate location of facilities, and show where systems currently have unused capacity. Public services and facilities are defined in RCW 36.70A.030(12 and 13) .	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. A forecast of needed capital facilities. [RCW 36.70A.070(3)(b)] <i>Note:</i> The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period. This section should consider sufficiency of water rights, sewage treatment, and other needed public facilities to support the plan’s projected 20-year growth. It may also consider system management or demand management strategies to meet forecast need.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
d. Proposed locations and capacities of expanded or new capital facilities. [RCW 36.70A.070(3)(c)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

3. A Capital Facilities Plan (CFP) Element to serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc.; including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from Park and Recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and RCW 36.70A.070(3) , and include:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
e. A six-year plan (at least) identifying sources of public money to finance planned capital facilities. [RCW 36.70A.070(3)(d) and RCW 36.70A.120]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
f. A policy or procedure to reassess the Land Use Element if probable funding falls short of meeting existing needs. [RCW 36.70A.070(3)(e)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
g. <i>If impact fees are collected:</i> identification of public facilities on which money is to be spent. [RCW 82.02.050(4)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

4. A Utilities Element which is consistent with relevant CWPPs and RCW 36.70A.070(4) and includes:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. The general location, proposed location and capacity of all existing and proposed utilities. [RCW 36.70A.070(4)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
5. A Transportation Element which is consistent with relevant CWPPs and RCW 36.70A.070(6) and includes:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. An inventory of air, water, and ground transportation facilities and services, including transit alignments, state-owned transportation facilities, and general aviation airports. [RCW 36.70A.070(6)(a)(iii)(A)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

5. A Transportation Element which is consistent with relevant CWPPs and RCW 36.70A.070(6) and includes:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
b. Adopted levels of service (LOS) standards for all arterials, transit routes and highways. [RCW 36.70A.070(6)(a)(iii)(B) , New in 1997]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. Identification of specific actions to bring locally-owned transportation facilities and services to established LOS. [RCW 36.70A.070(6)(a)(iii)(D) , Amended in 2005]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
d. A forecast of traffic for at least 10 years , including land use assumptions used in estimating travel. [RCW 36.70A.070(6)(a)(i)] [RCW 36.70A.070(6)(a)(iii)(E)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
e. A projection of state and local system needs to meet current and future demand. [RCW 36.70A.070(6)(a)(iii)(F)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

5. A Transportation Element which is consistent with relevant CWPPs and RCW 36.70A.070(6) and includes:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
f. A pedestrian and bicycle component. [RCW 36.70A.070(6)(a)(vii), Amended 2005]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
g. A description of any existing and planned transportation demand management (TDM) strategies , such as HOV lanes or subsidy programs, parking policies, etc. [RCW 36.70A.070(6)(a)(vi)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
h. An analysis of future funding capability to judge needs against probable funding resources. [RCW 36.70A.070(6)(a)(iv)(A)] .	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

5. A Transportation Element which is consistent with relevant CWPPs and RCW 36.70A.070(6) and includes:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
i. A multiyear financing plan based on needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the 6-year street, road or transit program. [RCW 36.70A.070(6)(a)(iv)(B) and RCW 35.77.010]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
j. <i>If probable funding falls short of meeting identified needs: a discussion of how additional funds will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met.</i> [RCW 36.70A.070(6)(a)(iv)(C)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
k. A description of intergovernmental coordination efforts , including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions and how it is consistent with the regional transportation plan. [RCW 36.70A.070(6)(a)(v)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

6. Provisions for siting essential public facilities (EPFs), consistent with CWPPs and RCW 36.70A.200 . This section can be included in the Capital Facilities Element, Land Use Element, or in its own element. Sometimes the identification and siting process for EPFs is part of the CWPPs.	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. A process or criteria for identifying and siting essential public facilities (EPFs). [RCW 36.70A.200, Amended in 1997 and 2001] <i>Note:</i> EPFs include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities (SCTFs) defined in RCW 71.09.020(14) . Cities should consider OFM's list of EPFs that are required or likely to be built within the next six years.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Policies or procedures that ensure the comprehensive plan does not preclude the siting of EPFs. [RCW 36.70A.200(5)] <i>Note:</i> If the EPF siting process is in the CWPPs, this policy may be contained in the comprehensive plan as well.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
7. Consistency is required by the GMA.	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)

Periodic Update Checklist for Cities

		Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
7. Consistency is required by the GMA.	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. All plan elements must be consistent with relevant county-wide planning policies (CWPPs) and where applicable multicounty planning policies (MPPs) and the GMA. [RCW 36.70A.100 and 210] <i>Note: GMS suggests CWPPs be referenced in each element, or be appended to the plan to clearly show consistency. Some jurisdictions use a table.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. All plan elements must be consistent with each other. [RCW 36.70A.070 (preamble)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. The plan must be coordinated with the plans of adjacent jurisdictions. [RCW 36.70A.100] <i>Note: Adjacent jurisdictions should be provided with proposed plan and SEPA documentation.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
8. Public participation, plan amendments and monitoring.	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)

Periodic Update Checklist for Cities

8. Public participation, plan amendments and monitoring.	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. A process to ensure public participation in the comprehensive planning process. [RCW 36.70A.020(11), .035, and .140] The process should address annual amendments (if the jurisdiction allows for them) [RCW 36.70A.130(2), Amended in 2006] , emergency amendments [RCW 36.70A.130(2)(b)] , and may include a specialized periodic update process. Plan amendment processes may be coordinated among cities within a county [RCW 36.70A.130(2)(a)] and should be well publicized.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. A process to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property. See <i>Attorney General's Advisory Memorandum: Avoiding Unconstitutional Takings of Private Property</i> for guidance. [RCW 36.70A.370]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

II. Required Components of Development Regulations (Sections 9 – 16)

9. Regulations protecting critical areas are required by RCW 36.70A.060(2) and RCW 36.70A.172(1). Note: Critical area regulations may not be amended to affect agricultural activities prior to July 1, 2010. [RCW 36.70A.560, New in 2007]	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Classification and designation of each of the five types of critical areas (<i>wetlands, critical aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas</i>), if they are found within your city. [RCW 36.70A.170]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Findings that demonstrate Best Available Science (BAS) was included in developing regulations to protect the function and values of critical areas. In addition, findings should document special consideration to conservation or protection measures necessary to preserve or enhance anadromous fisheries. [RCW 36.70A.172(1)] <i>Note:</i> Relevant sources of best available science (BAS) should be documented in the record, together with specific findings that are accurate and explanatory. If the CAO departs from the science-based recommendations, the rationale, risk, and measures to limit the risk should also be documented. [WAC 365-195-915]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

9. Regulations protecting critical areas are required by RCW 36.70A.060(2) and RCW 36.70A.172(1) . Note: Critical area regulations may not be amended to affect agricultural activities prior to July 1, 2010. [RCW 36.70A.560, New in 2007]	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
c. Regulations that protect the functions and values of wetlands . RCW 36.70A.060(2) and RCW 36.70A.172(1)	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
d. A definition of wetlands consistent with RCW 36.70A.030(21)	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
e. Delineation of wetlands using the state Department of Ecology's Washington State Wetland Identification and Delineation Manual . [RCW 36.70A.175 (1995)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

9. Regulations protecting critical areas are required by RCW 36.70A.060(2) and RCW 36.70A.172(1) . Note: Critical area regulations may not be amended to affect agricultural activities prior to July 1, 2010. [RCW 36.70A.560, New in 2007]	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
f. Regulations that protect the functions and values of critical aquifer recharge areas . RCW 36.70A.060(2) and RCW 36.70A.172(1)	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
g. Regulations to protect the quality and quantity of ground water used for public water supplies. [RCW 36.70A.070(1)] <i>Notes:</i> The GMA requires the land use element to achieve this goal. This may require complementary changes to development regulations such as zoning, and/or could be met through critical aquifer recharge area provisions. For water quantity, regulations may include limits on impervious surfaces, or encourage water conservation measures.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
h. Regulations that protect the functions and values of fish and wildlife habitat areas . RCW 36.70A.060(2) and RCW 36.70A.172(1)	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

9. Regulations protecting critical areas are required by RCW 36.70A.060(2) and RCW 36.70A.172(1) . Note: Critical area regulations may not be amended to affect agricultural activities prior to July 1, 2010. [RCW 36.70A.560, New in 2007]	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
i. Regulations that protect the functions and values of frequently flooded areas . RCW 36.70A.060(2) and RCW 36.70A.172(1) <i>Note:</i> Consider consistency with the Federal Emergency Management Agency (FEMA) requirements for the National Flood Insurance Program and State floodplain management provisions.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
j. Provisions to ensure water quality and stormwater drainage regulations are consistent with applicable Land Use Element policies. [RCW 36.70A.070(1)] <i>Note:</i> The GMA states that where applicable, the land use element of the comprehensive plan should provide guidance for corrective action to mitigate or cleanse discharges that pollute water of the state. This may require complementary changes to development regulations such as stormwater management; clearing and grading; or low impact development ordinances.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
k. Regulation of geologically hazardous areas consistent with public health and safety concerns. [RCW 36.70A.030(9), RCW 36.70A.060(2) and RCW 36.70A.172(1)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

9. Regulations protecting critical areas are required by RCW 36.70A.060(2) and RCW 36.70A.172(1). Note: Critical area regulations may not be amended to affect agricultural activities prior to July 1, 2010. [RCW 36.70A.560, New in 2007]	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
i. Provisions that allow “reasonable use” of properties constrained by presence of critical areas. [RCW 36.70A.370]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
m. <i>If your city is assuming regulation of forest practices as provided in RCW 76.09.240: forest practices regulations that protect public resources, require appropriate approvals for all phases of conversion of forest lands, are guided by GMA planning goals, and are consistent with adopted critical areas regulations.</i> [RCW 36.70A.570, Amended in 2007] and RCW 76.09.240 [Amended in 2007]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
10. Shoreline Master Program See Washington State Department of Ecology’s SMP Submittal Checklist	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)

Periodic Update Checklist for Cities

10. Shoreline Master Program See Washington State Department of Ecology's SMP Submittal Checklist	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Zoning is consistent with Shoreline Master Program (SMP) environmental designations. [RCW 36.70A.070; RCW 36.70A.480]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. If SMP regulations have been updated to meet Ecology's shoreline regulations adopted in 2003: protection for critical areas in shorelines is accomplished solely through the SMP. The SMP protections for critical areas provide a level of protection at least equal to that provided by the critical areas ordinance. [RCW 36.70A.480(4), Amended in 2003] and RCW 90.58.090(4)].	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
11. The Zoning Code should contain the following provisions:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)

Periodic Update Checklist for Cities

11. The Zoning Code should contain the following provisions:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Family daycare providers are allowed in areas zoned for residential or commercial uses. Zoning conditions should be no more restrictive than those imposed on other residential dwellings in the same zone, but may address drop-off and pickup areas and hours of operation. [RCW 36.70A.450] <i>Note:</i> Family daycare provider means a child daycare provider who regularly provides child daycare for not more than 12 children in the provider's home in the family living quarters. [RCW 74.15.020(1)(f)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Manufactured housing is regulated the same as site-built housing. [RCW 35.21.684, 35.63.160, 35A.21.312 and 36.01.225, All Amended in 2004] <i>Note:</i> A local government may require that manufactured homes (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood; but may not discriminate against consumer choice in housing.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. <i>If</i> the city has a population over 20,000 accessory dwelling units (ADUs) are allowed in single-family residential areas. [RCW 43.63A.215(3)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

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11. The Zoning Code should contain the following provisions:	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
d. <i>If there is an airport within or adjacent to the city: zoning that discourages the siting of incompatible uses adjacent to general aviation airports.</i> [RCW 36.70.547, New in 1996] <i>Note: The zoning regulations must be filed with the Aviation Division of WSDOT.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
e. <i>If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: zoning that discourages the siting of incompatible uses adjacent to military bases.</i> [RCW 36.70A.530(3), New in 2004]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
f. Residential structures that are occupied by persons with handicaps, and group care for children that meet the definition of “familial status” must be regulated the same as a similar residential structure occupied by a family or other unrelated individuals. [RCW 36.70A.410, RCW 70.128.140, RCW 49.60.222-225]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

12. Subdivision Code regulations	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Subdivision code is consistent with and implements comprehensive plan policies. [RCW 36.70A.030(7) and 36.70A.040(4)(d)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. Code requires written findings documenting that proposed subdivisions provide appropriate provision under RCW 58.17.110(2)(a) for: Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students; potable water supplies [RCW 19.27.097], sanitary wastes, and drainage ways (stormwater retention and detention); open spaces, parks and recreation, and playgrounds; and schools and school grounds.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. Subdivision regulations may implement traffic demand management (TDM) policies. [RCW 36.70A.070(6)(a)(vi)] <i>Note:</i> Examples may include requiring new development to be oriented towards transit streets, pedestrian-oriented site and building design, and requiring bicycle and pedestrian connections to street and trail networks.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

13. Concurrency, Impact Fees, and TDM	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. The transportation concurrency ordinance includes specific language that prohibits development when level of service standards for transportation facilities cannot be met. [RCW 36.70A.070(6)(b)] <i>Note:</i> Concurrency is required for transportation, but may also be applied to other facilities.	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. <i>If adopted:</i> impact fee methods are consistent with RCW 82.02.050 through 100	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
c. <i>If required by RCW 70.94.527:</i> a commute trip reduction ordinance to reduce the proportion of single-occupant vehicle commute trips. [RCW 70.94.521-551, Amended in 2006] <i>Note:</i> WSDOT maintains a list of affected jurisdictions	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

14. Siting Essential Public Facilities (EPFs)	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Regulations are consistent with Essential Public Facility siting process in countywide planning policies or city comprehensive plan, and do not preclude the siting of EPFs. [RCW 36.70A.200(5)]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
15. Project Review Procedures	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. Project review processes integrate permit and environmental review for: notice of application; notice of complete application; one open-record public hearing; allowing applicants to combine public hearings and decisions for multiple permits; notice of decision; one closed-record appeal. [RCW 36.70A.470, RCW 36.70B and RCW 43.21C]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	

Periodic Update Checklist for Cities

16. General Provisions: The GMA requires that development regulations be consistent with and implement the comprehensive plan. [RCW 36.70A.030(7) and .040(4)(d).	Addressed in current plan or regulations? If yes, where?	Changes needed to meet current statute?	Is city considering optional amendments? (comments voluntary)
a. A process for early and continuous public participation in the development regulation development and amendment process. [RCW 36.70A.020(11),.035, .130 and .140]	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	
b. A process to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property. [RCW 36.70A.370] <i>Note: See Attorney General's Advisory Memorandum: Avoiding Unconstitutional Takings of Private Property.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes Location(s):	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i> <input type="checkbox"/> <i>Further review needed</i>	



Comprehensive Plan Approach and Schedule

Overview

The scope of work has four major phases:

- Phase 1: Project Set-Up
- Phase 2: Drafting Plan Policies
- Phase 3: Analyzing Existing Conditions and Trends
- Phase 4: Adoption

Assumptions

The approach is based upon the following assumptions:

Process Timeline:

City staff assume a 24-month planning process including two months for adoption. This will provide adequate time to complete all tasks, engage the public, and write and deliver a final plan.

Data:

To the greatest extent possible, the data gathered for this project will be based on existing information, reports, etc. There are a number of initiatives such as the Water System Plan Update and Park Plan that are relevant to the comprehensive planning process. These efforts will be integrated into the comprehensive plan.

City Staff and Consultant Support:

City staff will actively participate in the project, including research and writing goals and policies. The city will coordinate the Plan Element Work Groups and public meetings. Staff will review draft documents for initial comment and coordinate with the consultants.

Consultants will be used primarily to gather and analyze data for existing conditions and trends (Phase 3).

Plan Element Work Groups:

City staff recommend forming three small work groups to directly engage the community in updating the goals and policies of the comprehensive plan. Each group would have 2 council members, 2 planning board members and between five and seven appointed community members.

This approach requires a commitment on the part of the city council and planning board for extra meetings each month beginning in September 2009 and continuing through March 2010.

Joint Work Group Meetings:

Joint Work Group meetings will be held at critical times in the process. The first joint meeting in September 2009 would include an introduction to the planning process and gathering input.

Later meetings will focus on the initial direction of the comprehensive plan and draft recommendations.

City Council/Planning Board:

Staff will update the City Council and Planning Board on a regular basis and coordinate joint meetings with the consultants. These meetings would follow roughly the same format as the meetings with the work groups but with more direction provided from consultants with the ultimate goal of plan adoption.

Workshops and Community Meetings:

These meetings would be facilitated by the consultants. A series of meetings will be held to discuss an introduction to the plan and process, input, and findings of the plan. It is anticipated the consultant will direct and attend all workshop and community meetings.

Phase 1: Project Set-Up

The first phase of the project includes several administrative tasks.

Organization of Committees: City staff will facilitate contact and organization of the Plan Element Work Groups and other stakeholders. The makeup of the committees is crucial to establishing a legitimate and open planning process, as well as gathering important information and insight

Project Kick-off Workshop: City staff will facilitate a project kick-off workshop with the Plan Element Work Groups. This workshop will include a review of the scope and schedule; role and responsibilities of the committees, City staff and consultants; and a planning issues exercise to understand the various perspectives of individual committee members.

Deliverables: Phase 1 deliverables include recruiting and forming Plan Element Work Groups, preparing orientation materials, and a "summary of the issues" exercise.

Staff Support: Staff will prepare meeting notifications, mail, and prepare project notebooks for the Work Groups.

Timeframe: June 2009 – September 2009

Phase 2: Drafting the Plan Policies

The second phase evaluates and incorporates the multi-county planning policies (MPP) and county-wide planning policies (CPP) into the city's comprehensive plan. Public participation continues in this phase and consensus will be reached regarding goals and policies. The draft goals and policies will be prepared by the end of this phase.

Plan Element Work Group Meetings: Plan Element Work Groups will meet together bi-weekly to evaluate and recommend changes, additions and deletions to the comprehensive plan goals and policies to be consistent with the MPP and CPP. Chapters (Elements) will be forwarded in clusters to the Plan Element Work Groups for review with recommendations from city staff

The following plan elements will be evaluated:

- o Land Use / Housing / Economic Development
- o Environmental / Parks and Open Space / Shoreline

- Transportation / Utilities / Capital Facilities

Community Workshops: Community workshops will be held throughout Phase 2 to gather input from the community. Workshops will include a short presentation by city staff and Plan Work Group members to summarize key recommendations and changes to the plan. The city will prepare displays summarizing the plan for presentation to the public. The city council, planning board and staff will be present to answer questions on a one-on-one basis. If appropriate, questionnaires can be distributed to participants asking key questions about the draft plan. City staff will prepare and summarize results from the community workshops.

Joint City Council & Planning Board Meeting: The draft plan and results of the Community Workshop will be presented at joint city council/planning board meetings by city staff and Plan Work Group members. Staff will provide an update to the city council and planning board on the progress of the plan. This would be an opportunity to resolve any conflicting goals and provide policy direction.

Drafting the Plan: City staff will prepare the first draft of the plan goals. The draft plan will be reviewed by the Plan Element Work Groups and the draft will be presented for public comment at a Community Workshop.

Deliverables: Phase 2 deliverables include draft and final revised goals and policies and draft plan elements.

Staff Support: Staff will support Plan Work Groups and Community Workshops. Staff will prepare meeting notifications and distribute materials.

Timeframe: October 2009 to April 2010

Phase 3: Existing Conditions and Trends

The third phase of the project establishes a baseline of information on existing conditions, including identification of key issues, problems and long-range goals. The staff will work with Plan Element Work Groups to gathering all relevant data. The consultants will provide data, analyze and document findings. This phase occurs simultaneously with developing goals and policies. Information from Phase 3 will merge with Phase 2 results in the plan for final adoption.

Contracting: City staff will manage consultant selection, negotiate fees and expenses, and prepare contracts for council consideration.

Existing Plans and Reports: City staff will provide the consultants with existing plans, reports, aeriels, and data that pertain to the plan. The consultant will review these documents as background to undertaking this phase of the project.

Data Gathering: City staff will provide available base maps. The county's buildable lands report will be used as a resource. Consultants will inventory existing condition information. Staff will work with Plan Element Work Groups to gathering and present additional information. Some elements will require support by the selected consultant team members, e.g. land use, economic and transportation, water/sewer, parks, and capital facilities.

Data Analysis: The selected consultant will inventory and assess a host of existing conditions and trends as the baseline piece of the planning process.

Demographics

- Regional Trends: The selected consultant will prepare an analysis of regional and county growth trends that impact the city. These include population and development forecasts, development trends, and major infrastructure projects. This will serve as a basis for the economic analysis.

Land Use

- Land Capability Analysis: The selected consultant will review the overall land composition of the planning area and address constraints for development and environmentally sensitive areas.
- Existing Land Use and Development: The selected consultant will analyze existing land use for the planning area using the recent land use inventories and aerial photographs. The inventory will be mapped and quantified, and planning issues identified by staff will be analyzed including: annexation potential, industrial development potential, flood plain restrictions, residential and commercial development patterns, and utility availability. Development trends will also be analyzed (annexations and building permit activity) for patterns and planning issues.

Housing

- The consultant will prepare a summary of housing conditions and trends based on existing data from the county's buildable lands report and fair share housing allocation.

Economic Development

- The consultant will review existing available analyses concerning the economic base of the City and surrounding region. As appropriate, the consultant will validate or challenge the findings of these existing analyses, and confirm and/or identify current business and economic conditions and future trends that could impact the plan.
- It is the intent with this assessment to build upon all relevant earlier economic development plans, strategies and studies (e.g., industrial park master plan) that can inform the comprehensive planning process.
- Key local and external factors driving city and county economic changes may be identified and/or summarized from existing reports – to include the restructuring of the area's major established industries, new global business realities impacting the city and county's industrial competitiveness, broader regional competition for economic development opportunities, the role of tourism in the sky valley, downtown revitalization, entrepreneurship, innovation and technology in stimulating local economic growth, and other key factors and trends.
- Using existing studies, the economic development assessment may identify and analyze growth trends by major business and industry sector, employment and labor market dynamics, commercial and industrial real estate market trends, building and construction activities, and personal income trends. Assets and resources in support of economic development, including available business sites, infrastructure and technology availability will be analyzed. The recommendations of the previous economic development plans, strategies and studies will be assessed to ensure that resources and approaches are in alignment.
- Working with staff, recommendations for future action will be documented – to include proposals for appropriate changes to the existing economic development system serving the community. The consultant will also work to ensure that land use,

infrastructure and other appropriate recommendations complement and support a vibrant economy.

Environmental Stewardship

- **Natural Resources:** The consultant will utilize city and county natural resource data in order to assess important and unique natural resources, including clean air and water initiatives, wetlands, flood plains, and natural areas. The importance of the city's shorelines may also be examined. Climate change will be addressed.
- **Parks and Recreation:** The selected consultant will inventory existing parks and recreation facilities. This inventory may include a review of resource uses/conflicts, resource problems of particular concern and significant resources requiring preservation efforts. The consultant will analyze this data.

Transportation

- The selected consultant will review data, existing plans and studies. Existing traffic counts, traffic forecasts, selected arterials and significant corridors (street and right-of-way widths, bridges, etc.), and existing and proposed bikeways will also be reviewed.
- The implementation plan will identify responsibilities and time frames for carrying out strategies that can easily be incorporated into a capital improvement plan.
- The analysis will focus on area significant land use transportation policies. Issues of connectivity, pedestrian and bike routes, transit issues and transportation sensitive development may be evaluated.

Public and Private Utilities

- City staff will incorporate utility planning efforts to update the water system plan and general sewer plan.

Development Regulations: Recommendations will be made with respect to amending the development regulations to be consistent with changes to the comprehensive plan.

Findings: The findings of the previous tasks will be summarized in a series of memoranda. The findings will identify relevant planning issues, a summary of the findings, and policy implications for the Plan. The findings will be reviewed by the Plan Work Groups.

Workshops: The consultant will facilitate workshops to review the findings of this phase and to consider the implications on the next steps of the process.

Deliverables: Phase 3 deliverables include reports for topics outlined above and other materials for workshops and joint meetings.

Staff Support: Staff will prepare meeting notification and mail materials prepared by the consultant.

Timeframe: January 2010 to December 2010

Phase 4: Adoption

The final phase of the project includes formal adoption of the plan and its reproduction and delivery.

Joint City Council/Planning Board Meeting: City Staff and consultant will present the final draft plan to the Adopting Bodies.

Planning Board Action: Staff will circulate the final draft to the Planning Board.

City Council Adoption: Staff will be responsible for this task. Staff will circulate the Planning Board's recommendation to the City Council. The City Council and Planning Board will each hold public hearings for the adoption process. The Plan Element Work Groups and city staff will present a summary of the Plan and manage the adoption process. Staff will make final edits and prepare document for production.

Deliverables: Following adoption of the Plan, staff will prepare the final document.

Staff Support: Staff will support meetings and prepare documents.

Timeframe: January 2011 to September 2011

Comprehensive Plan Timeline

Comprehensive Plan Timeline	
Phase/Tasks	Time Frame
Phase 1: Project Set-Up	July 2009 – September 2009
1.1 Organization of Work Groups	07/09-08/09
1.2 Comprehensive Plan Kick-off Meeting 1	09/09
Phase 2: Drafting the Plan Policies	October 2009 – April 2010
2.2 Work Group Meetings (2 x month)	10/09 – 01/10
2.3 Joint Work Group Meeting	01/10-02/10
2.4 Community Workshop	02/10 – 03/10
2.5 Joint City Council/Planning Board Meeting	4/10
2.6 Work Group Meetings (2 x month)	04/10-06/10
2.7 Joint Work Group Meeting	06/10
2.8 Draft Plan Goals and Policies	06/10-07/10
2.9 Community Workshop	07/10
2.10 Final Comprehensive Plan Goals and Policies	07/10
Phase 3: Existing Conditions and Trends	January 2010 – December 2010
3.1 Contracting	11/09 – 01/10
3.2 Review Existing Plans and Reports	01/10-02/10
3.3 Review and Evaluate Development Regulations	02/10-04/10
3.4 Base Mapping and Data Gathering	02/10-05/10
3.5 Data Analysis	05/10-09/10
3.6 Findings	09/10-11/10
3.7 Comprehensive Plan Work Group Meetings	02/10, 04/10, 06/10, 08/10
3.8 Comprehensive Plan Workshops	03/10, 05/10, 07/10
3.9 Public Open Houses	07/10, 09/10
Phase 4: Adoption	January 2011- September 2011
4.1 Joint City Council/Planning Board Meeting	01/11
4.2 Planning Board Public Hearing	03/11
4.3 60-day Review Period	03/11-04/11
4.4 Council Public Hearing	05/11
4.5 Council adoption	06/11
4.6 60-day appeal period	07/11-09/11

Attachment D

2011 COMPREHENSIVE PLAN UPDATE CITIZEN INVOLVEMENT TOPIC GROUP MEETING OCTOBER 27, 2009

This is a summary of the comments received at the first of the four scheduled initial topic group meetings. The purpose of the meetings is to introduce interested citizens to the update process and to the various standards that the City must meet for this update and to explain and gather input on the options related to those standards. Based on the input received, staff will review policies of the existing Comprehensive Plan and construct draft revised policies. These will be brought back to the work group for feedback before moving on in the update process.

At the October 27th meeting, the **Land Use Element** was reviewed by the whole group. The questions brought to the group are listed below with the responses and options recorded during the meeting.

Question 1: Should the city de-commission (un-adopt) the Industrial Park Master Plan and use existing regulations to manage growth and development in the area north of US 2 between Sultan Basin Road and Rice Road?

Responses: Do only what is required. Reduce unnecessary regulations. Take out the additional master plan. It cost (our business) a lot of additional money when we expanded.

Consensus: De-commission Industrial Park Master Plan and include appropriate/necessary development standards in zoning code.

Question 2: Should the city continue to focus on the historic business district as the primary town center or should additional town center areas be developed at the east and/or west ends of Sultan on US 2?

Responses: New centers are a good way to go. West-end center would provide better access/connect with Monroe. East-end center will provide local service and capture upper-valley market. We need to do whatever we can to capture HWY-2 traffic for commercial visits.

Consensus: Additional town centers are valuable. Downtown should be one of the centers, but not the only one.

Question 3: Should the city add policies to encourage mixed-use development (different housing types with retail stores), multi-story structures, transit and pedestrian oriented design?

Responses: Neighborhood convenience stores would be good for quick access and reducing traffic. Don't want mixed use to build high and block views and values of others who will want to build higher. Will cost community for fire service vehicles if go too high. Mixed use as in Mill Creek with condos and boutiques probably won't work here. Mixed use good to provide lower cost housing. Commercial needs to be along HWY-2 with houses behind.

Consensus: No consensus was reached on this question. Staff will return with additional information.

Question 4: Should Sultan become the place to provide services (commercial, retail, medical, (not utility services)) to rural populations in unincorporated Snohomish County?

Responses: This would increase the tax base. We need to grow retail. It can only help.

Consensus: The community should invest in becoming a service center for the upper valley area.

Question 5: Should the city protect view corridors and scenic assets such as barns, sheds, fences and other features that provide unique landmarks in the natural landscape even if the property owner wants to eliminate the structure?

Responses: This is not necessary, so don't do it. It would be good to allow people to be recognized for their effort to do this, but it should not be required. Can we provide some incentives for people to preserve historic buildings? There are buildings in town that are important and should be preserved. The old-town feel is what made me want to locate here, it should not be ignored.

Consensus: Assistance and incentives should be explored, but laws requiring historic preservation and views should not be enacted.

Question 6: Should the city establish and enforce downtown design standards even if it increases the cost of opening a new business or storefront in Sultan?

Responses: The look of downtown is important. People won't stop to shop if it doesn't look good. People drive through on HWY-2 and see empty and unkempt buildings and messy property and just keep driving. Downtown needs to invest in a theme. We should work to organize business owners to work together.

Consensus: Basic design standards should be part of the code. The business community needs to get involved.

Attachment E

Proposed Changes to the Land Use Goals and Policies by “Topic”

Purpose

A Land Use Element is one of six mandatory elements required by the Growth Management Act⁶:

The Growth Management Act requires that population, employment and land use be planned together through the Year 2040; and that the Comprehensive Plan and City Code be coordinated to accomplish those targets in a coordinated fashion.

The Land Use section of the Comprehensive Plan establishes the framework for the City’s future land use development. It presents the community's policy for growth through 2040. It deals directly with how citizens will be able to use their land and therefore is among the most sensitive topics of government regulation. Most important to this Plan update, it shows where development will occur as a basis for a Capital Facilities Plan. It considers the general location, intensity and density of land uses so that traffic, drainage, community services, utilities, etc. can be properly planned for.

Vision 2040 Land Use Goal

The region will focus growth within already urbanized areas to create walkable, compact, and transit-oriented communities that maintain unique local character. Centers will continue to be the focus of development. Rural and natural resource lands will continue to be permanent and vital parts of the region.

Organization

Under Vision 2040, the Land Use section is divided into nine topic headings:

1. Urban Lands
2. Regional Coordination and Cooperation
- 3. Centers (new for Sultan)**
4. Cities in Rural Areas
5. Elements of Orderly Development and Design
- 6. Built Environment and Health (new for Sultan)**
- 7. Innovative Techniques (new for Sultan)**
8. Incompatible Land Uses
9. Concurrency (covered under capital facilities section)

6 RCW 36.70A.070(1)

Topic 1. Urban Lands

Vision 2040 Goal: The region will promote the efficient use of land, prevent urbanization of rural and resource lands, and provide for the efficient delivery of services within the designated urban growth area.

Sultan 2040 Goal

LU3 Goal: Create an effective land use management process to guide the city's population growth in a manner that maintains or improves Sultan's quality of life, environmental resources and unique character

~~Establish a planning and review document and process~~Adopt a Comprehensive Plan and development regulations that recognizes Sultan's needs; and ~~that~~ effectively coordinates development efforts.

LU 3.1 Planning unit boundaries

LU 3.1.1 Preserve the existing small town character of Sultan while accommodating the state's 20-year growth forecast for Sultan.

LU 3.1.2 Delineate ~~planning unit boundaries~~ different land uses using natural features, road or other physical improvements.

LU 3.1.3 Identify and resolve critical transition areas or points of conflict with adjacent properties or incompatible land uses, ~~to be resolved in neighborhood planning processes, and respected in future development reviews.~~

LU 3.1.4 Provide a compatible mix of residential and commercial land uses to:

1. Make it possible to safely walk or bike to work and shopping/
2. Reduce reliance on automobiles and reduce commuting time and distance
3. Reduce green house gas emissions

LU 3.2 Institutional master planning

Editor's note: not sure the purpose of this policy. Discuss deleting or rewrite in plain language.

~~Establish an institutional planning review of~~Review land uses ~~that may be~~ conditionally allowed within residential areas including schools, churches, home occupations, incubator businesses, clubs and similar activities to limit conflicts between residential and commercial uses. Review ~~proposed expansion plans including~~ height, mass, traffic, noise, and other characteristics for residential neighborhood compatibility. ~~Disallow or disapprove proposals that violate the original conditional use intent, that do not fit the scale of the neighborhood, and that will do harm to the residential integrity of the area.~~

LU 3.3 Official land use plan

~~Maintain a coded map overlay designating the preferred future developed state of the Sultan corporate limits and urban growth area. Editor's note: This is the existing comprehensive plan and future land use map.~~

~~LU 3.3.1 Define proposed categories of land use. Coordinate all implementing ordinances, programs, proposals and projects to conformance with the intentions of **this official land use plan**the Comprehensive Plan.~~

~~LU 3.3.2 Encourage future development in areas: (MPP DP-2)~~

- ~~1. With the capacity to absorb development (i.e. areas with vacant or underdeveloped land and available utility, street, park and school capacity, or where such facilities can be effectively provided), and~~
- ~~2. Where adverse environmental impacts can be minimized; and where such development will enhance the area's vitality.~~

~~LU 3.3.3 Provide an adequate supply of land zoned for housing to support 20-year population allocations as required by Snohomish County Planning Policies.~~

~~LU 3.3.4 Provide an adequate supply of land zoned for employment to support 20-year employment allocations as required by the Snohomish County Planning Policies.~~

~~LU 3.3.5 Improve the fiscal condition of the City, Ensure fiscally sustainable City, in part, by providing adequate land for uses that generate tax revenue for the City.~~

~~LU 3.3.6 Periodically update the comprehensive plan to reflect changes, opportunities and desires.~~

LU 3.4 Performance based zoning ordinance

~~Consider amending the zoning ordinance to utilize performance rather than dimensional standards. Editor's Note: higher level of administrative process required. Not necessary for small towns.~~

~~LU 3.4.1 Define density based on the land's capable or environmentally suitable acreage rather than on the land's gross size or unqualified characteristics.~~

~~LU 3.4.2 Ensure regulations governing zoning incentives are used appropriately to further the goals and policies of the Comprehensive Plan.~~

LU 3.5 Environmental zoning designation

~~Editor's note: Consider deleting. Unnecessary level of regulation. Covered by critical areas and shoreline regulations.~~

~~Consider amending the zoning ordinance to include an environmental zoning designation for sensitive lands and soils that should not be developed for urban use. Base the new environmental zone on performance standards that will allow uses that will not cause hazard or risk conditions. Include the buffer and transitional protections that are now defined in the Sultan, Snohomish County, and Washington State Office of Community Development critical areas ordinances in accordance with the requirements of the Washington State Growth Management Act.~~

LU 3.6 Clustering and planned unit development provisions (MPP DP-14)

~~Amend the zoning ordinance to a~~ Allow clustering within ~~and planned unit~~ residential developments ~~where the objective is to~~

1. ~~allow for~~ Encourage a variety of housing ~~product~~ types,
2. ~~e~~ Create common open space ~~and/or~~
3. ~~e~~ Conserve significant social characteristics of the land - like wooded areas and scenic views.
4. Reduce reliance on automobiles
5. Make area transit service more viable

Topic 2. Regional Coordination and Cooperation

Vision 2040 Goal: The region, countywide planning bodies, and local jurisdictions will work together to set populations and employment growth targets consistent with the regional vision

Sultan 2040 Goal

LU 3.7 Rural/Urban Transition Area (RUTA)

[LU 3.7.1 Coordinate with adjacent jurisdictions to ensure compatible land uses in areas along contiguous boundaries. \(MPP DP 18-19\)](#)

[LU 3.7.2 Identify steps to limit development in resource areas \(MPP DP 29-32\)](#)

[LU 3.7.3](#) Jointly create a Rural/Urban Transition Area (RUTA) with Snohomish County to preserve the existing, undeveloped character of the lands adjacent and north of the urban growth area.

[LU 3.7.4](#) The purpose of the Rural/Urban Transition Area will be to prevent properties from being subdivided or otherwise altered into a use or pattern that:

- **could not be developed for additional urban uses** - should there ever be a need, and that
- **would detract** - from the rural, agricultural character and productivity of existing activities.

LU 3.8 Interlocal agreements with Snohomish County

[LU 3.8.1 Phase annexations in accordance with efficient provision of necessary services. Support annexation proposals that meet the following criteria:](#)

Editor's Note: Add criteria for annexations 11-24-09

- [The annexation achieves the growth, social and economic needs and goals for the city as set forth in the comprehensive plan;](#)
- [The city can eventually provide effective and efficient urban levels of public services;](#)
- [The city has an adopted land use plan for the annexation area;](#)
- [Residential areas can achieve urban densities unless environmental constraints preclude these densities, and](#)

[LU 3.8.2](#) Enter into an interlocal agreement with Snohomish County to jointly agree upon and coordinate the:

- **the proposed boundaries** - of the Sultan urban growth area, and
- **suitable zoning protection** - of the lands within the proposed urban/rural transition area.

LU 3.8.3 Continue to participate in the activities of regional entities as deemed appropriate, such as the US 2 Safety Coalition, Snohomish County Tomorrow and Snohomish County Cities and Towns.

Editor's Note: Add policies for siting essential public facilities consistent with WAC 365-195-340.

LU 3.9 Essential Public Facilities

LU 3.9.1 Define essential public facilities consistent with the Growth Management Act.

LU 3.9.1 Site essential public facilities consistent with the Growth Management Act, Snohomish County Comprehensive Plan and the Countywide Planning Policies.

LU 3.9.2 Cooperate with Snohomish County and neighboring cities to share essential public facilities and increase efficiencies of operation.

LU 3.9.3 Do not unduly impact any ethnic, cultural or class group by essential public facility siting or expansion.

LU 3.9.4 Determine a facility to be an essential public facility if it has one or more of the following characteristics:

- a. The facility meets the Growth Management Act definition of an essential public facility;
- b. The facility is on a state, county or local community list of essential public facilities;
- c. The facility serves a significant portion of the County or metropolitan region or is part of a Countywide service system;
- d. The facility is difficult to site or expand.

LU 3.9.5 Siting proposed new or expansions to existing essential public facilities shall consist of the following:

- a. An inventory of similar existing essential public facilities, including their locations and capacities;
- b. A forecast of the future needs for the essential public facility;
- c. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities;
- d. An analysis of the proposal's consistency with County and City policies;
- e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;
- f. An analysis of alternative sites based on siting criteria developed through an interjurisdictional process;
- g. An analysis of environmental impacts and mitigation;
- h. Extensive public involvement.

Topic 3. Centers

Vision 2040 Goal: The region will direct growth and development to a limited number of designated regional growth centers.

Sultan 2040 Goal

Editor's Note: Centers are a new concept in Vision 2040. Proposed goals and policies under LU-4 are new to Sultan's Comprehensive Plan.

LU-4 Goal: Establish land use patterns that encourage one or more central places as locations for more compact, mixed-use development. (MPP DP-11)

LU 4.1 Create vibrant compact centers that are inviting places to work, shop, live and socialize

LU 4.2 Encourage a mix of commercial, office and residential land uses to locate in centers.

LU4.3 Locate centers of retail, commercial, and residential uses nearest highway access and major streets and away from flood prone and critical areas.

LU 4.4 Locate centers where water, sewer, and other utility services are available or planned for.

LU4.5 Encourage mixed-use development that balances residential and business uses with commercial areas.

LU 4.6 Ensure that development in centers is compatible with surrounding residential and commercial neighborhoods.

LU 4.7 Require non-motorized transportation facilities throughout centers to promote pedestrian activity and ease of access to and from housing and retail areas.

LU 4.8 Where feasible and desirable, incorporate transit amenities into the design of commercial and residential development.

LU 4.9 Encourage uses that will support day and evening activities for all ages.

LU 4.10 Encourage linkage of paths and trails from neighborhoods to centers

LU 4.11 Identify and create opportunities to develop parks, civic places and public spaces, especially in or adjacent to centers.

Vision 2040 Goal: The region will continue to maintain and support viable regional manufacturing/industrial centers to accommodate manufacturing, industrial, or advanced technology uses.

Sultan 2040 Goal

Editor's Note: Proposed goals and policies under LU-5 are new to Sultan's Comprehensive Plan. On October 27, 2009 small group participants emphasized maintaining and enhancing Sultan's commitment to encouraging industrial uses which provide family wage jobs.

LU 5 Goal: Provide active and diverse industrial centers that promote economic growth, provide family wage jobs and meet the 20-year employment growth targets set by Snohomish County Planning Policies.

LU 5.1 Limit non-industrial use of industrial lands to uses which are complementary to industrial activities.

LU 5.2 Protect industrial lands from encroachment by other land uses, which would reduce the economic vitality of industrial lands.

LU 5.3 Develop industrial lands so as to minimize impacts on surrounding land uses, especially residential land uses.

LU 5.4 Establish new or additional industrial development where utilities are available or planned for and have convenient access to existing or planned highways or major streets.

Topic 4. Cities in Rural Areas

Vision 2040 Goal: There are a number of freestanding incorporated cities surrounded by rural lands throughout the region (e.g. Sultan). Under the Growth Management Act, these cities are part of the urban growth area. Cities in rural areas should also be the focal points of rural based industries and commerce. Schools and other institutions and facilities serving rural populations should be sited in rural cities. Commerce should cluster in the town center(s), which should be walkable and compact.

Sultan 2040 Goal

LU-1 Goal: Manage growth potentials

Maintain a realistic balance between the land's ~~capable, suitable potentials and capability and~~ Sultan's ability to provide urban services.

LU 1.1 Capable areas

Allocate urban development onto lands that are capable of supporting urban uses and/or that pose fewest environmental risks.

To the extent necessary, locate urban uses away from lands or soils that have severe environmental hazards – such as the Sultan and Skykomish Rivers floodways.

LU 1.2 Suitable areas

Allocate urban development onto lands that are suitable for urban use and/or that have the least social value in an undeveloped state.

To the extent necessary, locate urban uses away from sites that have significant archaeological, historical, cultural or special social significance.

LU 1.3 Serviceable areas

Allocate urban uses onto capable, suitable lands that Sultan can provide sewer, water, storm, and other basic urban utilities.

Delineate boundaries between areas that will always be rural and transition or reserve areas that may be included within the future expansion of the Sultan urban area – such as the lands north along Sultan Basin Road.

LU 2 Goal: Create identity

Define a pattern of urban development that is recognizable, provides an identity, and reflects Sultan small town character, values and opportunities.

LU 2.1 Urban form

Create a recognizable urban pattern that distinguishes between urban and rural, and establishes a harmonious relationship with the natural and man-made environment.

Protect area differences in architecture, physical and social composition, visual character, and other features that make each part of the Sultan urban form unique and valuable – such as downtown Sultan.

LU 2.2 Encourage Sultan to develop as the focal points of rural based industries and commerce. Schools and other institutions and facilities serving rural populations should be sited in Sultan.

Unincorporated Urban Growth Areas

Vision 2040 Goal: All unincorporated lands within the urban growth area will either annex into existing cities or incorporate as new cities.

Sultan 2040 Goal

SEE LU 3.7 and LU 3.8

Topic 5. ELEMENTS OF ORDERLY DEVELOPMENT AND DESIGN

Regional Design

Vision 2040 Goal: The region will use design to share the physical environment in order to create more livable communities, better integrate land use and transportation systems, and improve efforts to restore the environment.

Sultan 2040 Goal

DP-1 Goal: Protect valuable features of the manmade environment

Blend new land uses with the features and characteristics that have come to be valued from past developments of Sultan's manmade environment. ~~Enforce exacting performance standards governing possible land use developments on lands or sites, or possible conversions of existing buildings or sites that have unique social value. Use standards that guarantee into perpetuity the set-asides or protection methods that are selected to further the intent of this goal.~~

DP 1.1 Historical/cultural sites

Protect lands, buildings or other site features that are unique archaeological sites, historic areas, publicly designated landmark districts or buildings.

Develop an historical plaque system identifying sites and buildings of interest in Sultan – particularly within the downtown district.

Consider establishing special tax incentives or other financial assistance to help with historical building restoration and exhibition costs.

DP 1.2 Special social or visual interest

~~Enforce exacting performance standards governing possible land use development or possible alteration of existing building or sites that have socially valued, interesting or unique facilities or characteristics, including visual values.~~ Identify acceptable adaptive reuse concepts and design and/or financial incentives that can be used to help with building or site modification costs – particularly within the downtown and floodway zones.

Create a program that allows architecturally pleasing, older buildings to be relocated to other, more compatible sites when the structures can not be accommodated at present locations.

DP 1.3 Scenic assets

Protect lands, natural features or related activities ~~including agricultural structures like barns, sheds, fences, and other features~~ that provide unique landmarks in the natural landscape. Protect

lands or sites that have unique views or vistas of natural landforms and landmarks, particularly of the Wallace, Sultan, and Skykomish Rivers, and Cascade Mountains.

DP 1.4 View corridors

~~Enforce exacting performance standards governing possible alterations~~ Encourage retention of existing buildings or sites that provide unique or special landmarks, horizon references, or other interesting visual values. ~~Enforce exacting performance standards governing possible land use development of lands or sites that have natural views or vistas of interesting scenic assets or features.~~

DP 1.5 Buffer corridors

Maintain pleasing visual corridors along major roads to reflect natural beauty and a semi-rural atmosphere.

Provide landscape screens, earth berms, and other natural material or design buffers, particularly about urban commercial or industrial uses that front or are visible from adjacent residential areas or roads or U.S. 2.

DP 1.6 Open spaces

Protect lands, sites or improvements that have been or may be held in trust or common for parks, conservancies, recreation, or other open space preserves within Sultan's developing area.

~~Enforce exacting performance standards governing possible alterations of existing sites that provide unique open or natural space buffers to more urban land use developments.~~

Preserve, where possible and desirable, the open or natural space features within potential future land use developments – especially along the shorelines, bluffs, and wetlands.

DP 1.7 Institutional lands

Protect lands, sites or improvements that have been improved for cemeteries, old farm, or military fortifications or similar public or pioneering purposes.

~~Enforce exacting performance standards governing possible~~ Ensure developments adjacent to sites that house schools and other institutional activities that may be sensitive to use intrusion and that provide a special physical place within Sultan's developed area are compatible with surrounding neighborhoods.

DP 2 Goal: Create visual interest

Create local visual identities and interests, retain natural landscape features, and generally develop a quality urban environment.

DP 2.1 Visual identity

Create special identities for unique districts or places, particularly of the Sultan downtown business district.

Work with property owners to establish standards coordinating informational and advertisement signing, street trees, landscape materials, streetscape furnishings, building materials or styles, even colors, to create visual images that organize the disparate elements of the special district into a cohesive, pleasing identity. Editor's note: should we shorten this planning policy?

DP 2.2 Landscape

Retain the natural landscape as much as possible in land development projects, including trees, site contours, natural drainage features, and other characteristics. ~~Enforce replanting schemes and landscaping requirements, particularly along buffer or dividing zones with different uses, major arterial roads, and within parking lots and other large improved areas — especially along~~

| U.S. 2.

DP 2.3 Architectural quality

Where appropriate, and when downtown property owners desire, establish ~~special overlay zones providing an architectural design review process~~ service for building owners and business operators.

Provide illustrations of preferred concepts, solutions, materials, styles, and other particulars affecting quality architectural solutions within the downtown.

DP 2.4 Coordinate preservation efforts

Coordinate the land and financial resources that are available ~~of Sultan, Snohomish County, Washington State, and other preservation oriented agencies within the Sultan Urban Growth Area in order~~ to realize a more effective, balanced local system of historical and cultural heritage resources.

Work with land trust and other preservation groups to acquire and protect development rights on sensitive lands, environments, viewpoints, habitats, and other important resources.

DP 2.5 Historical/cultural impact assessment methodology

With the participation of the Snohomish County and the Washington State Historical Office, develop a methodology for determining the design and historic impact of proposed development projects on sensitive heritage sites within the Sultan Urban Growth Area. ~~The methodology could determine the potential facility design impacts that will be caused by a proposed urban development project, and an equitable design performance that is in accordance with the objective of the overlay design district standards.~~

Editor's Note: Move DP 2.6 to DP2.10 to Implementation Strategies

DP 2.6 Develop major gateways on U.S. 2 at 299th Street and Sultan Startup Road – to indicate the edge of the developed Sultan urban area and establish a city identity.

DP 2.7 Install landscaping along U.S. 2 through the developed downtown and commercial areas – to control parking and access, and improve visual appearances.

DP 2.8 Develop minor gateways into the downtown from 2nd, 5th, 8th, and Main Streets – to indicate entry into the historic city center and establish a downtown identity.

DP 2.9 Develop a downtown streetscape – creating on-street parking areas, consolidating off-street parking lots, installing street trees, lights, benches, paving areas, and other design amenities.

DP 2.10 Establish downtown design standards – to govern and help create storefront and building character and amenities.

Topic 6. The Built Environment and Health

Vision 2040 Goal: The region's communities will be planned and designed to promote physical, social, and mental well being so that all people can live healthier and more active lives.

Sultan 2040 Goal

Editor's Note: The built environment and health are a new concepts in Vision 2040. Proposed goals and policies under LU-6 are new to Sultan's Comprehensive Plan.

LU 6 Goal: Recognize the well-being of all Sultan residents is affected by the built environment, land use, density, transportation strategies and street design.

LU 6.1 Adopt mixed-use residential, commercial and office zoning where appropriate to support transit use and encourage walkability.

LU 6.2 Work with the Sultan School District to encourage walkable school sites.

LU 6.3 Pursue joint-use agreements to share facilities with schools to provide neighborhoods with safe and attractive places for recreation.

LU 6.4 Identify opportunities to increase acreage of total recreation areas especially areas that can accommodate youth and adult sports fields.

LU 6.5 Prioritize the development of safe, well-maintained walking routes along streams, rivers, and waterfronts.

LU 6.6 Adopt sufficient density standards for residential, commercial and retail development to ensure development that supports transit and walkable environments.

LU 6.7 Where feasible, ensure that pedestrian routes and sidewalks are integrated into continuous networks.

LU 6.8 Support efforts to protect local farmland and local access to fresh fruits and vegetables.

LU 6.9 Support strategies that capitalize on the mutual benefit of connection between rural economies as food suppliers and Sultan as processors and consumers.

LU 6.9 Encourage the use of vacant lots for community gardens.

LU 6.10 Encourage new building construction to incorporate green building techniques and materials.

Topic 7 Innovative Techniques

Sultan 2040 Goal

Editor's Note: Innovative techniques are a new concept in Vision 2040. Proposed goals and policies under LU-7 are new to Sultan's Comprehensive Plan.

[LU 7 Goal: Support innovative techniques in land use planning to create mixed-use central places and a vibrant sustainable economy which preserves our natural resources.](#)

[LU 7.1 Consider adopting energy efficient development standards that meet the requirements of the Council on Leadership in Energy and Environmental Design \(LEED\).](#)

[LU 7.2 Provide incentives for developers to use energy efficient methods and materials for new and substantially improved buildings.](#)

[LU 7.2 Allow, under certain conditions, an increase in increment of development density in exchange for land in designated conservation or resource protection areas either through direct acquisition or through payment of density transfer fees.](#)

[LU 7.3 Ensure development standards and zoning regulations encourage creative approaches in land use planning to achieve mixed-use central places and a vibrant economy served by an efficient transportation system.](#)

Topic 8. Incompatible Land Uses

[See LU-5](#)

Topic 9 Concurrency

[See Capital Facilities Element for LOS standards and concurrency](#)


D R A F T


**COMPARISON OF PUGET SOUND REGIONAL COUNCIL (PSRC) VISION 2040 MULTICOUNTY PLANNING POLICIES
SNOHOMISH COUNTY TOMORROW (SCT) COUNTYWIDE PLANNING POLICIES AND SULTAN PLANNING POLICIES**

Multicounty Planning Policies (MPPs)	Comparable Countywide Planning Policies (CPPs) Draft Policies Under Development by County	Comparison Sultan Planning Policies
<p>Vision 2040 Goal: The region will focus growth within already urbanized areas to create walkable, compact, and transit-oriented communities that maintain unique local character. Centers will continue to be a focus of development. Rural and natural resource lands will continue to be permanent and vital parts of the region.</p>		
<p>Urban Lands Goal: The region will promote the efficient use of land, prevent urbanization of rural and resource lands, and provide for the efficient delivery of services within the designation urban growth area.</p> <ul style="list-style-type: none"> ✓ DP-1 Provide a regional framework for the designation and adjustment of the urban growth area to ensure long-term stability and sustainability of the urban growth area consistent with the regional vision. ✓ DP-2 Encourage efficient use of urban land by maximizing the development potential of existing urban lands, such as advancing development that achieves zoned density. <p>Goal: The region, countywide planning bodies, and local jurisdictions will work together to set populations and employment growth targets consistent with the regional vision</p> <ul style="list-style-type: none"> ✓ DP-3 Use consistent countywide targeting processes for allocating population and employment growth consistent with the regional vision, including establishing: a) local employment targets, b) local housing targets based on population projections; c) local housing and employment targets for each designated regional growth center. ✓ DP-4 Accommodate the region's growth first and foremost in the urban growth area. Ensure that development in rural areas is consistent with the regional vision. 	<p>DP-1 Maintain Urban Growth Areas (UGAs) which:</p> <ol style="list-style-type: none"> a. when aggregated, at a minimum shall accommodate the county's 20 year urban allocated population projection; b. include all cities within Snohomish County; c. can be supported by an urban level of service consistent with capital facilities plans for public facilities and utilities; d. are based on the best available data and plans regarding future urban growth including new development, redevelopment, and infill e. have identifiable physical boundaries such as natural features, roads, or special purpose district boundaries when feasible; f. do not include designated resource lands (e.g., agricultural or forest lands) unless the city or county has enacted a program authorizing transfer or purchase of development rights; g. have been evaluated for the presence of geographic and critical environmental areas; h. where possible, include designated greenbelts or open space within their boundaries and on the periphery of the UGA to provide separation from adjacent urban areas, rural areas, and resource lands; i. will consider the vision of each jurisdiction regarding the future of their community during the next 20 years; and j. are large enough to ensure an adequate supply of land for an appropriate range of urban land uses to accommodate the planned growth; and k. support pedestrian, bicycle and transit compatible design. <p>DP-2 Expansion of the boundary of an individual Urban Growth Area (UGA) to include additional residential, commercial and industrial land shall not be permitted unless supported by a land capacity analysis adopted by the County Council pursuant to RCW 36.70A.110. This analysis must show that:</p>	<p>LU3 Goal: Create an effective land use management process <u>to guide the city's population growth in a manner that maintains or improves Sultan's quality of life, environmental resources and unique character</u></p> <p>Establish a planning and review document and process <u>Adopt a Comprehensive Plan and development regulations</u> that recognizes Sultan's needs; and that effectively coordinates development efforts.</p> <p><u>LU 3.1 Planning unit boundaries</u></p> <p><u>LU 3.1.1 Preserve the existing small town character of Sultan while accommodating the state's 20-year growth forecast for Sultan.</u></p> <p><u>LU 3.1.2 Delineate planning unit boundaries different land uses</u> using natural features, road or other physical improvements.</p> <p><u>LU 3.1.3 Identify <u>and resolve</u> critical transition areas or points of conflict with adjacent properties or incompatible land uses, to be resolved in neighborhood planning processes, and respected in future development reviews.</u></p> <p><u>LU 3.1.4 Provide a compatible mix of residential and commercial land uses to:</u></p> <ol style="list-style-type: none"> <u>4. Make it possible to safely walk or bike to work and shopping/</u> <u>5. Reduce reliance on automobiles and reduce commuting time and distance</u> <u>6. Reduce green house gas emissions</u> <p><u>LU 3.2 Institutional master planning</u></p> <p><u>Editor's note: not sure the purpose of this policy. Discuss deleting or rewrite in plain language.</u></p>

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	<p>a. the new UGA sizing does not exceed a 15% safety factor above the adopted target,</p> <p>b. the expansion otherwise complies with the Growth Management Act,</p> <p>c. the decision to expand includes consultation with appropriate jurisdictions in the UGA or Municipal UGA, and</p> <p>d. one of the following conditions are met:</p> <ol style="list-style-type: none"> 1. The expansion is a result of the most recent buildable lands review and evaluation required by RCW 36.70A.215 and performed per policy GF-7. 2. The expansion is a result of the review of UGAs at least every ten years to accommodate the succeeding twenty years of projected growth, as projected by the state Office of Financial Management, and as required by RCW 36.70A.130(3). 3. Both of the following conditions are met for expansion of the boundary of an individual UGA to include additional residential land: <ol style="list-style-type: none"> (a) Population growth within the UGA (city plus unincorporated UGA combined) since the start of the twenty-year planning period, equals or exceeds fifty percent of the additional population capacity estimated for the UGA at the start of the planning period. Acceptable sources of documentation are the most recent Snohomish County Tomorrow Growth Monitoring Report or the buildable lands review and evaluation (Buildable Lands Report). (b) An updated residential land capacity analysis conducted by city and county staff for the UGA confirms the accuracy of the above finding using more recent residential capacity estimates and assumptions, and any new information presented at public hearings by any jurisdiction that confirms or revises the conclusions is considered. 4. For expansion to include additional commercial and industrial land, the county and the city or cities within that UGA document that land consumption since the start of the twenty-year planning period, equals or exceeds fifty percent of the developable commercial or industrial land supply within the UGA at the start of the planning period. In UGAs where this threshold has not yet been reached, the boundary of an individual UGA may be expanded to include additional commercial or industrial land if the expansion is based on an assessment that concludes there is a deficiency of larger parcels within that UGA to accommodate the remaining commercial or industrial growth projected for that UGA. <p>√ DP-3 Use land capacity analysis methods that are consistent among jurisdictions to calculate holding capacity as approved by the Snohomish County Tomorrow Steering Committee.</p> <p>DP-4 The regional growth, economic and transportation strategy (Vision 2040) should be implemented through a collaborative participatory planning</p>	<p>Establish an institutional planning review of Review land uses that may be conditionally allowed within residential areas including schools, churches, home occupations, incubator businesses, clubs and similar activities <u>to limit conflicts between residential and commercial uses</u>. Review proposed expansion plans including height, mass, traffic, noise, and other characteristics for residential neighborhood compatibility. Disallow or disapprove proposals that violate the original conditional use intent, that do not fit the scale of the neighborhood, and that will do harm to the residential integrity of the area.</p> <p><u>LU 3.3 Official land use plan</u></p> <p>Maintain a coded map overlay designating the preferred future developed state of the Sultan corporate limits and urban growth area. Editor's note: This is the existing comprehensive plan and future land use map.</p> <p><u>LU 3.3.1</u> Define proposed categories of land use. Coordinate all implementing ordinances, programs, proposals and projects to conformance with the intentions of this official land use plan <u>the Comprehensive Plan</u>.</p> <p><u>LU 3.3.2 Encourage future development in areas: (MPP DP-2)</u></p> <ol style="list-style-type: none"> <u>3. With the capacity to absorb development (i.e. areas with vacant or underdeveloped land and available utility, street, park and school capacity, or where such facilities can be effectively provided), and</u> <u>4. Where adverse environmental impacts can be minimized; and where such development will enhance the area's vitality.</u> <p><u>LU 3.3.3 Provide an adequate supply of land zoned for housing to support 20-year population allocations as required by Snohomish County Planning Policies.</u></p> <p><u>LU 3.3.4 Provide an adequate supply of land zoned for employment to support 20-year employment allocations as required by the Snohomish County Planning Policies.</u></p> <p><u>LU 3.3.5 Improve the fiscal condition of the City, Ensure fiscally sustainable City, in part, by providing adequate land for uses that generate tax revenue for the City.</u></p> <p><u>LU 3.3.6</u> Periodically update the <u>comprehensive</u> plan to reflect changes,</p>

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	<p>process between the cities and the county that produces effective comprehensive plans and development regulations.</p> <p>√</p> <p style="font-size: 48px; opacity: 0.3; transform: rotate(-30deg); position: absolute; top: 50%; left: 50%; pointer-events: none;">DRAFT</p>	<p>opportunities and desires.</p> <p><u>LU 3.4 Performance based zoning ordinance</u></p> <p>Consider amending the zoning ordinance to utilize performance rather than dimensional standards. <u>Editor's Note: higher level of administrative process required. Not necessary for small towns.</u></p> <p><u>LU 3.4.1 Define density based on the land's capable or environmentally suitable acreage rather than on the land's gross size or unqualified characteristics.</u></p> <p><u>LU 3.4.2 Ensure regulations governing zoning incentives are used appropriately to further the goals and policies of the Comprehensive Plan.</u></p> <p><u>LU 3.5 Environmental zoning designation</u></p> <p>Editor's note: Consider deleting. Unnecessary level of regulation. Covered by critical areas and shoreline regulations. Consider amending the zoning ordinance to include an environmental zoning designation for sensitive lands and soils that should not be developed for urban use. Base the new environmental zone on performance standards that will allow uses that will not cause hazard or risk conditions. Include the buffer and transitional protections that are now defined in the Sultan, Snohomish County, and Washington State Office of Community Development critical areas ordinances in accordance with the requirements of the Washington State Growth Management Act.</p> <p><u>LU 3.6 Clustering and planned unit development provisions (MPP DP-14)</u></p> <p>Amend the zoning ordinance to a Allow clustering within and planned unit residential developments where the objective is to</p> <ol style="list-style-type: none"> <u>1. allow for Encourage a variety of housing product types.</u> <u>2. eCreate common open space and/or</u> <u>3. eConserve significant social characteristics of the land - like wooded areas and scenic views.</u> <u>4. Reduce reliance on automobiles</u> <u>5. Make area transit service more viable</u>

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		<p><u>LU 3.7 Rural/Urban Transition Area (RUTA)</u> <u>LU 3.7.1 Coordinate with adjacent jurisdictions to ensure compatible land uses in areas along contiguous boundaries. (MPP DP 18-19)</u> <u>LU 3.7.2 Identify steps to limit development in resource areas (MPP DP 29-32)</u> <u>LU 3.7.3 Jointly create a Rural/Urban Transition Area (RUTA) with Snohomish County to preserve the existing, undeveloped character of the lands adjacent and north of the urban growth area.</u> <u>LU 3.7.4 The purpose of the Rural/Urban Transition Area will be to prevent properties from being subdivided or otherwise altered into a use or pattern that:</u></p> <ul style="list-style-type: none"> • <u>could not be developed for additional urban uses</u> - should there ever be a need, and that • <u>would detract</u> - from the rural, agricultural character and productivity of existing activities. <p><u>LU 3.8 Interlocal agreements with Snohomish County</u> <u>LU 3.8.1 Phase annexations in accordance with efficient provision of necessary services. Support annexation proposals that meet the following criteria:</u> <u>Editor’s Note: Add criteria for annexations 11-24-09</u></p> <ul style="list-style-type: none"> e. <u>The annexation achieves the growth, social and economic needs and goals for the city as set forth in the comprehensive plan;</u> f. <u>The city can eventually provide effective and efficient urban levels of public services;</u> g. <u>The city has an adopted land use plan for the annexation area;</u> h. <u>Residential areas can achieve urban densities unless environmental constraints preclude these densities, and</u> <p><u>LU 3.8.2 Enter into an interlocal agreement with Snohomish County to jointly agree upon and coordinate the:</u></p> <ul style="list-style-type: none"> • <u>the proposed boundaries</u> - of the Sultan urban growth area, and

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		<ul style="list-style-type: none"> • <u>suitable zoning protection</u> - of the lands within the proposed urban/rural transition area. <p>LU 3.8.3 Continue to participate in the activities of regional entities as deemed appropriate, such as the US 2 Safety Coalition, Snohomish County Tomorrow and Snohomish County Cities and Towns.</p> <p><u>Editor's Note: Add policies for siting essential public facilities consistent with WAC 365-195-340.</u></p> <p><u>LU 3.9 Essential Public Facilities</u></p> <p>LU 3.9.1 Define essential public facilities consistent with the Growth Management Act.</p> <p>LU 3.9.1 Site essential public facilities consistent with the Growth Management Act, Snohomish County Comprehensive Plan and the Countywide Planning Policies.</p> <p>LU 3.9.2 Cooperate with Snohomish County and neighboring cities to share essential public facilities and increase efficiencies of operation.</p> <p>LU 3.9.3 Do not unduly impact any ethnic, cultural or class group by essential public facility siting or expansion.</p> <p>LU 3.9.4 Determine a facility to be an essential public facility if it has one or more of the following characteristics:</p> <ol style="list-style-type: none"> a. The facility meets the Growth Management Act definition of an essential public facility; b. The facility is on a state, county or local community list of essential public facilities; c. The facility serves a significant portion of the County or metropolitan region or is part of a Countywide service system; d. The facility is difficult to site or expand. <p>LU 3.9.5 Siting proposed new or expansions to existing essential public facilities shall consist of the following:</p> <ol style="list-style-type: none"> a. An inventory of similar existing essential public facilities, including their locations and capacities; b. A forecast of the future needs for the essential public facility; c. An analysis of the potential social and economic impacts and

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		<p>benefits to jurisdictions receiving or surrounding the facilities;</p> <p>d. An analysis of the proposal's consistency with County and City policies;</p> <p>e. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;</p> <p>f. An analysis of alternative sites based on siting criteria developed through an interjurisdictional process;</p> <p>g. An analysis of environmental impacts and mitigation;</p> <p>h. Extensive public involvement.</p>
<p>Centers Goal: The region will direct growth and development to a limited number of designation regional growth centers</p> <ul style="list-style-type: none"> ✓ DP-5 Focus a significant share of population and employment growth in designated regional growth centers. ✓ DP-6 Provide a regional framework for designating and evaluating regional growth centers. ✓ DP-7 Give funding priority – both for transportation infrastructure and for economic development – to support designated regional growth centers consistent with the regional vision. Regional funds are prioritized to regional growth centers. County-level and local funding are also appropriate to prioritized to regional growth centers. Editor's note: Everett, Lynnwood and Bothell Canyon Park are designated as "regional growth centers". <p>Goal: The region will continue to maintain and support viable regional manufacturing/industrial centers to accommodate manufacturing, industrial, or advanced technology uses.</p> <ul style="list-style-type: none"> ✓ DP-8 Focus a significant share of employment growth in designated regional manufacturing/ industrial centers. ✓ DP-9 Provide a regional framework for designating and evaluating regional manufacturing/ industrial centers. ✓ DP-10 Give funding priority - both for transportation infrastructure and for economic development – to support designated regional manufacturing/ industrial centers consistent with the regional vision. Regional funds are 	<p>DP-5 Accommodate growth and development in Snohomish County by designating a system of centers.</p> <p>DP-6 Develop a classification system for urban centers that both recognizes the centers designated by the Puget Sound Regional Council and allows designation of other centers according to their employment and community functions.</p> <p>DP-7 Local plans should designate, as appropriate, regional growth centers as well as regional manufacturing and industrial centers, pursuant to the regional growth strategy presented in Vision 2040.</p> <p>DP-8 [Version 1] Coordinate the designation and planning of urban centers with the appropriate transit planning agencies to foster well-designed transit oriented developments that will enhance economic development opportunities, address environmental goals, and reduce vehicle miles travelled.</p> <p>DP-8 [Version 2] Coordinate the designation and planning of urban centers with the appropriate transit planning agencies.</p> <p>DP-9 Develop regulations and incentives that encourage higher densities and employment concentrations so that the majority of growth locates within UGAs.</p> <p>DP-10 Ensure UGAs allow sufficient density of development, developable land, public facilities and public services to accommodate at least 90% of the projected population and 94% of the employment growth in Snohomish County. In addition, the allowed density should support transit services and the efficient utilization of infrastructure.</p> <p>DP-11.1 (part v.1) Integrate the desirable qualities of existing residential</p>	<p>LU-4 Goal: Establish land use patterns that encourage one or more central places as locations for more compact, mixed-use development. (MPP DP-11)</p> <p>Editor's Note: Centers are a new concept in Vision 2040. Proposed goals and policies under LU-4 are new to Sultan's Comprehensive Plan.</p> <p>LU 4.1 Create vibrant compact centers that are inviting places to work, shop, live and socialize</p> <p>LU 4.2 Encourage a mix of commercial, office and residential land uses to locate in centers.</p> <p>LU4.3 Locate centers of retail, commercial, and residential uses nearest highway access and major streets and away from flood prone and critical areas.</p> <p>LU 4.4 Locate centers where water, sewer, and other utility services are available or planned for.</p> <p>LU4.5 Encourage mixed-use development that balances residential and business uses with commercial areas.</p> <p>LU 4.6 Ensure that development in centers is compatible with surrounding residential and commercial neighborhoods.</p> <p>LU 4.7 Require non-motorized transportation facilities throughout centers to promote pedestrian activity and ease of access to and from housing and retail areas.</p>

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<p>prioritized to regional manufacturing/ industrial centers. County-level and local funding are also appropriate to prioritized to regional manufacturing/ industrial centers. Editor's note: Paine Field is designated as "regional manufacturing/ industrial centers".</p> <p>Goal: Subregional centers, such as those designated through countywide processes or identified locally, will also play important roles in accommodating planned growth according to the regional vision. These centers will promote pedestrian connections and support transit-oriented uses.</p> <ul style="list-style-type: none"> ✓ DP-11 Support the development of centers within all jurisdictions, including town centers and activity nodes. ✓ DP-12 Establish a common framework among the countywide processes for designating subregional centers to ensure compatibility within the region. ✓ DP-13 Direct subregional funding, especially county-level and local funds, to centers designated through county-wide processes, as well as to town centers, and other activity notes. <p>Editor's note: VISION 2040 expects each city in the region to take steps to further evolve one or more central places as missed-use areas of residences, employment, shops, cultural facilities and entertainment. Centers should serve as the focal point of community, be walkable, and have access to transit.</p>	<p>neighborhoods when planning for urban centers and mixed use developments within urban growth areas.</p> <p>DP-11.2 (part v.1) In urban centers, provide for efficient site development that integrates building use and design with non-motorized transportation and transit facilities as well as public open spaces.</p> <p>DP-11 (v.2) Respect the positive character of existing residential neighborhoods and non-residential areas when planning for urban centers and mixed use developments within urban growth areas. Develop planning and design processes implementing strategies to:</p> <ol style="list-style-type: none"> 1. require all new residential and commercial development to achieve a high level of quality pedestrian scaled, bicycle and public transit compatibility, 2. encourage positive infill development, and 3. enhance the existing high quality and positive community character and mix of uses. <p>DP-13 As a means of encouraging efficient use of non-residential land areas, local jurisdictions should provide incentives for multi-story commercial and mixed-use development.</p>	<p><u>LU 4.8 Where feasible and desirable, incorporate transit amenities into the design of commercial and residential development.</u></p> <p><u>LU 4.9 Encourage uses that will support day and evening activities for all ages.</u></p> <p><u>LU 4.10 Encourage linkage of paths and trails from neighborhoods to centers</u></p> <p><u>LU 4.11 Identify and create opportunities to develop parks, civic places and public spaces, especially in or adjacent to centers.</u></p> <p><u>LU 5 Goal: Provide active and diverse industrial centers that promote economic growth and meet the 20-year employment growth targets set by Snohomish County Planning Policies.</u></p> <p><u>Editor's Note: Proposed goals and policies under LU-5 are new to Sultan's Comprehensive Plan. On October 27, 2009 small group participants emphasized maintaining and enhancing Sultan's commitment to encouraging industrial uses which provide family wage jobs.</u></p> <p><u>LU 5.1 Limit non-industrial use of industrial lands to uses which are complementary to industrial activities.</u></p> <p><u>LU 5.2 Protect industrial lands from encroachment by other land uses, which would reduce the economic vitality of industrial lands.</u></p> <p><u>LU 5.3 Develop industrial lands so as to minimize impacts on surrounding land uses, especially residential land uses.</u></p> <p><u>LU 5.4 Establish new or additional industrial development where utilities are available or planned for and have convenient access to existing or planned highways or major streets.</u></p>
<p>Compact Urban Communities</p> <ul style="list-style-type: none"> ✓ DP-14 Preserve and enhance existing neighborhoods and create vibrant, sustainable compact urban communities that provide diverse choices in housing types, a high degree of connectivity in the street network to accommodate walking, bicycling and transit use, and sufficient public spaces. ✓ DP-15 Support the transformation of key underutilized lands, 	<p>DP-14 Promote and focus new compact urban growth within urban centers in order to use land efficiently, add certainty to capital facility investments, and allow timely and coordinated extension of urban services and utilities for new development. Coordinate the land use, capital facilities, and transportation elements of comprehensive plans in order to provide a full range of urban services in Urban Growth Areas.</p>	


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<p>such as brownfields and greyfields, to higher density, mixed-use areas to complement the development of centers and the enhancement of existing neighborhoods.</p> <p>Cities in Rural Areas There are a number of freestanding incorporated cities surrounded by rural lands throughout the region (e.g. Sultan). Under the Growth Management Act, these cities are part of the urban growth area. Cities in rural areas should also be the focal points of rural based industries and commerce. Schools and other institutions and facilities serving rural populations should be sited in rural cities. Commerce should cluster in the town center(s), which should be walkable and compact.</p> <ul style="list-style-type: none"> ✓ DP-16 Direct commercial, retail and community services that serve rural residents into neighboring cities and existing activity areas to prevent the conversion of rural land into commercial uses. ✓ DP-17 Promote transit service to and from existing cities in rural areas. 	<p>DP-15 Allow development within the incorporated and unincorporated portions of the UGA as follows:</p> <ol style="list-style-type: none"> a. City comprehensive plans shall include strategies and land use policies to achieve urban densities, provide for urban governmental services/ capital facilities, and program annexations within their respective Urban Growth Areas. b. The county will regulate development within the unincorporated portions of urban growth areas in a manner that does not preclude urban densities, based on strategies which will be developed as part of the joint comprehensive planning process for each urban growth area. These strategies will consider the unique development opportunities and constraints in each urban growth area and could range from development limitations in one area to the authorization of development at planned urban densities in those areas that have urban governmental services and capital facilities available. c. Development will be consistent with land use and capital facilities plans. <p>DP-16 In general, allow extension of urban infrastructure and urban levels of service only within Urban Growth Areas (UGAs). Extensions of sanitary sewer mains beyond UGAs may be allowed if shown to be necessary to protect basic public health and safety and the environment, when such extensions are financially supportable at rural densities and will not result in the inducement of future urban development.</p> <p>DP-17 Establish appropriate levels of service for public facilities and services for areas within Urban Growth Areas to achieve efficiency of service delivery while maintaining appropriate levels of service in rural and resource areas.</p> <p>DP-18 Adopt urban center policies to ensure the capital facility plans of jurisdictions and other service providers (public utility districts and transit agencies) within the Urban Growth Area will provide appropriate Level of Service for planned growth and urban center development.</p> <p>DP-19 Develop and coordinate compatible capital facility construction standards for all service providers within individual Urban Growth Areas.</p> <p>DP-20 City and county comprehensive plans should provide land use, economic development and housing policies that promote the location of employment areas and living areas in close proximity in order to maximize transportation choices and minimize vehicle miles travelled.</p> <p>DP-21 Develop comprehensive plan policies and development regulations that provide for the orderly transition of unincorporated to incorporated areas within Municipal Urban Growth Areas and Urban Growth Areas. Such policies may include urban design standards or guidelines. The County and affected cities should collaborate on the development of appropriate urban design measures, such as:</p>	<p><u>LU-1 Goal: Manage growth potentials</u> Maintain a realistic balance between the land's capable, suitable potentials and capability and Sultan's ability to provide urban services.</p> <p><u>LU 1.1 Capable areas</u> Allocate urban development onto lands that are capable of supporting urban uses and/or that pose fewest environmental risks. To the extent necessary, locate urban uses away from lands or soils that have severe environmental hazards – such as the Sultan and Skykomish Rivers floodways.</p> <p><u>LU 1.2 Suitable areas</u> Allocate urban development onto lands that are suitable for urban use and/or that have the least social value in an undeveloped state. To the extent necessary, locate urban uses away from sites that have significant archaeological, historical, cultural or special social significance.</p> <p><u>LU 1.3 Serviceable areas</u> Allocate urban uses onto capable, suitable lands that Sultan can provide sewer, water, storm, and other basic urban utilities. Delineate boundaries between areas that will always be rural and transition or reserve areas that may be included within the future expansion of the Sultan urban area – such as the lands north along Sultan Basin Road.</p> <p><u>LU 2 Goal: Create identity</u> Define a pattern of urban development that is recognizable, provides an identity, and reflects Sultan <u>small town character</u>, values and opportunities.</p> <p><u>LU 2.1 Urban form</u> Create a recognizable urban pattern that distinguishes between urban and rural, and establishes a harmonious relationship with the natural and man-made environment. Protect area differences in architecture, physical and social composition, visual character, and other features that make each part of the Sultan urban form unique and valuable – such as downtown Sultan.</p> <p><u>LU 2.2 Encourage Sultan to develop as the focal points of rural based industries and commerce. Schools and other institutions and facilities serving rural populations should be sited in Sultan.</u></p>


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	<ol style="list-style-type: none"> 1. Pedestrian orientation; 2. Compatibility and access among adjacent developments; 3. Appropriate open spaces and gathering places; 4. Adequate landscaping; 5. Attractive streetscapes and parking arrangements. 6. Historic Preservation; 7. Arts to enhance livability; 8. Health and well-being; and 9. Public safety. <p>DP-22 Adopt policies that allow for infill and redevelopment of suitable areas in their comprehensive plans, development regulations, and design guidelines.</p> <p>DP-23 Encourage the use of innovative development approaches and techniques to provide for more compact quality urban communities. Examples of approaches include the use of mixed use zone districts, flexible parking standards, design guidelines and standards, floor area ratios, density and height bonuses for green buildings/design applications, low impact development techniques and relaxation of concurrency standards.</p>	
<p><u>Unincorporated Urban Growth Areas</u> Goal: All unincorporated lands within the urban growth area will either annex into existing cities or incorporate as new cities.</p> <ul style="list-style-type: none"> ✓ DP-18 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation. To fulfill the regional growth strategy, annexation is preferred over incorporation. ✓ DP-19 Support joint planning between cities and counties to work cooperatively in planning for urban unincorporated areas to ensure an orderly transition to city governance... ✓ DP-20 Support the provision and coordination of urban services to unincorporated urban areas by the adjacent city or, where appropriate, by the county as an interim approach <p><u>Rural Lands</u> Goal: The region will permanently sustain the ecological functions, resource value, lifestyle, and character of rural lands for future generations by limiting the types and intensities of development in rural areas. Editor's Note – Policies DP-21 through DP-28 do not apply to Sultan as an incorporated city.</p>	<p>DP-24 Identify all unincorporated urban growth areas with the exception of the Maltby Urban Growth Area with adjacent affiliated cities for annexation purposes and to discourage new incorporations.</p> <p>DP-25 Municipal Urban Growth Areas (MUGAs) shall be established within the Southwest Urban Growth Area (SWUGA) and documented in county and city comprehensive plans for the purposes of allocating population as required by GMA and delineating future annexation areas for each of the nine cities in the SWUGA as portrayed on the map in Appendix B. Inconsistent MUGAs may be reconciled between the affected cities within Snohomish County and the county. For purposes of DP-24, “affected cities” may also include cities located outside of Snohomish County only at such time that interlocal agreements between the affected cities and Snohomish County have been adopted by all parties pursuant to Countywide Planning Policy OD-12⁷. MUGA boundaries that are congruent with the Southwest UGA boundary may be amended by agreement and action by the County and affected cities following consultation with the cities. MUGA boundaries that are not congruent with the Southwest UGA boundary may be amended by agreement and action by the affected cities following consultation by the County. Legally binding agreements executed by the County and a city will define terms of the transfer of responsibilities for planning and/or development.</p>	<p><u>Unincorporated Urban Growth Areas</u> Vision 2040 Goal: All unincorporated lands within the urban growth area will either annex into existing cities or incorporate as new cities. <u>Sultan 2040 Goal</u></p> <p>✓ SEE LU 3.7 and LU 3.8</p>

[Editor's Note: The proposal shown here deletes an old note that corrects an incorrect reference.]

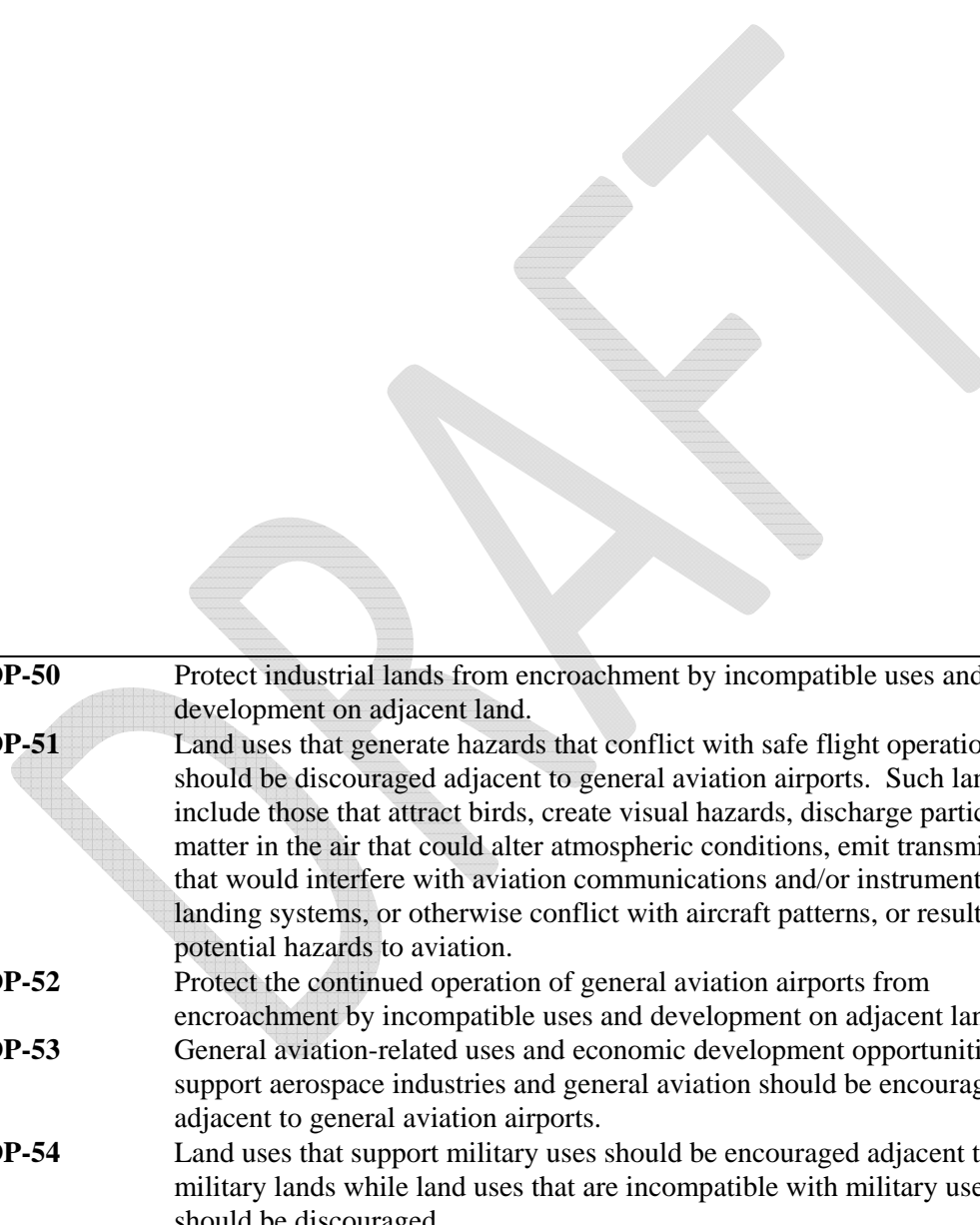
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<p>Resource Lands Goal: The region will conserve its natural resource land permanently by designating, maintaining and enhancing farm, forest and mineral lands.</p> <ul style="list-style-type: none"> ✓ DP-29 Protect and enhance significant open spaces, natural resources, and critical areas. ✓ DP-30 Establish best management practices that protect the long-term integrity of the natural environment, adjacent land uses, and the long-term productivity of resource lands. ✓ DP-31 Support the sustainability of designated resource lands. Do not convert these lands to other uses. ✓ DP-32 Ensure that resource lands and their related economic activities are not adversely impacted by development on adjacent non-resource lands. 	<p>DP-26 Coordinate among jurisdictions within a particular Urban Growth Area, the data, analysis and methodologies relating to the Levels of Service (LOS) standards for all public facilities and services, as required by GMA. Each jurisdiction may implement and monitor its own LOS standards in accordance with each jurisdiction's adopted comprehensive plan.</p> <p>Narrative: This sub-section of the Development Patterns section meets three purposes. First, it updates an existing countywide response to Growth Management Act (GMA) requirements. Second, it includes policies to support parts of the regional plan, Vision 2040, that go beyond state mandates. Third, it provides policies for issues that are specific to Snohomish County and its cities.</p> <p>GMA distinguishes between Rural Lands and Resource Lands. In rural areas, there is a mix of low intensity uses including; housing, agriculture, forested areas, recreation, and appropriately scaled business and services, often following historic development patterns. Resource Lands are primarily for agriculture, forestry, or mineral extraction. Other activities on resource lands are to be of a subordinate nature.</p> <p>In addition to distinguishing between rural and resource activities, Vision 2040 calls for cities in rural areas to “be the primary places for meeting service needs” as well as the “focal points of rural-based industries and commerce.”</p> <p>Beyond the guidance in GMA and Vision 2040, these Countywide Planning Policies (CPPs) give direction for coordination of local issues outside of the UGA that may arise between jurisdictions.</p> <p>The goal of these policies is to ensure a future that maintains the character of rural areas, an active resource economy, and prosperous rural cities.</p>	
<p>ELEMENTS OF ORDERLY DEVELOPMENT AND DESIGN Regional Design Goal: The region will use design to share the physical environment in order to create more livable communities, better integrate land use and transportation systems, and improve efforts to restore the environment.</p> <ul style="list-style-type: none"> ✓ DP-33 Identify, protect and enhance those elements and characteristics that give the central Puget Sound region its identity, especially the natural visual resources and positive urban form elements. ✓ DP-34 Preserve significant regional historic, visual and cultural resources, including public views, landmarks, archaeological sites, historic and cultural landscapes, and area of special character. ✓ DP-35 Develop high quality, compact urban communities 	<p>DP-35 Preserve transit service between cities in rural areas and urban areas.</p> <p>DP-36 Encourage the use of transfer of development rights (TDR), the purchase of development rights, and conservation incentives. The objective is to focus growth in the Urban Growth Areas while lessening development pressure on rural and resource areas. Specific steps regarding TDR include:</p> <ol style="list-style-type: none"> a. Designating additional TDR sending and receiving areas, b. Developing zoning incentives to use TDR in urban areas not already designated as receiving areas, and c. Coordinating with efforts to establish a regional TDR program. <p>DP-37 Minimize the adverse impacts on resource lands and critical areas from storm water drainage, light and glare, and pedestrian, bicycle, and automobile traffic in designing new developments within towns and cities.</p> <p>DP-38 Design public buildings and spaces, transportation facilities, and infrastructure so they contribute to livability, a positive sense of place and community.</p>	<p><i>DP-1 Goal: Protect valuable features of the manmade environment</i> Blend new land uses with the features and characteristics that have come to be valued from past developments of Sultan's manmade environment. Enforce exacting performance standards governing possible land use developments on lands or sites, or possible conversions of existing buildings or sites that have unique social value. Use standards that guarantee into perpetuity the set asides or protection methods that are selected to further the intent of this goal.</p> <p><i>DP 1.1 Historical/cultural sites</i> Protect lands, buildings or other site features that are unique archaeological sites, historic areas, publicly designated landmark districts or buildings. Develop an historical plaque system identifying sites and buildings of interest in Sultan – particularly within the downtown district. Consider establishing special tax incentives or other financial assistance to help with historical building restoration and exhibition costs.</p>

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<p>throughout the region’s urban growth area that impact a sense of place, preserve local character, provide for mixed uses and choices of housing types, and encourage walking, bicycling, and transit use.</p> <ul style="list-style-type: none"> ✓ DP-36 Provide a wide range of building and community types to serve the needs of a diverse population. ✓ DP-37 Support urban design, historic preservation, and arts to enhance quality of life, improve the natural and human-made environments, promote health and well-being, contribute to a prosperous economy, and increase the region’s resiliency in adopting to changes or adverse events. ✓ DP-38 Design public buildings and spaces that contribute to a sense of community and a sense of place. ✓ DP-39 Identify and create opportunities to develop parks, civic places and public spaces, especially in or adjacent to centers. ✓ DP-40 Design transportation projects and other infrastructure to achieve community development objectives and improve communities. ✓ DP-41 Allow natural boundaries to help determine the routes and placement of infrastructure connections and improvements. ✓ DP-42 Recognize and work with linear systems that cross jurisdictional boundaries – including natural systems, continuous land use patterns, and transportation and infrastructure systems – in community planning, development and design. ✓ 	<p>DP-39 Develop high quality compact communities and centers which include the positive attributes of urban life including;</p> <ol style="list-style-type: none"> a. The arts, b. Historic preservation, c. Healthy activity areas, d. Civic places, open spaces and parks, e. Choices in housing types, f. A strong and resilient economy with adequate land area for jobs, g. A variety of transportation options, and h. Attractive landscaping. <p>DP-40 (v. 1) Design a transportation system and infrastructure which:</p> <ol style="list-style-type: none"> a. improves community’s quality of life and livability, and b. is sensitive to natural boundaries when doing community planning, development, and design elements with the recognition of the importance of the linear natural and manmade environment. <p>DP-40 (v. 2) Design of transportation and infrastructure systems should improve a community’s livability.</p> <p>DP-41 Preserve land for future jobs in urban areas while providing opportunities for housing, parks, recreation, and other community services. The jobs/housing/services mix is very important for communities to achieve their planned densities.</p> <p>DP-42 Preserve industrial land for future industries and related jobs.</p> <p>DP-43 Each community should create places where people can live, work and play. Examples are Mill Creek Town Center, Downtown Everett, Harbor Point Village Center in Mukilteo and Downtown Edmonds.</p> <p>DP-44 In order for each community to meet its population and employment growth targets there needs to be the combined local, regional, and state commitment to fund the needed public infrastructure and urban services.</p> <p>DP-45 (v. 2) The process for establishing growth targets shall consider each community’s vision and its regional role as described in Vision 2040.</p>	<p><u>DP 1.2 Special social or visual interest</u> Enforce exacting performance standards governing possible land use development or possible alteration of existing building or sites that have socially valued, interesting or unique facilities or characteristics, including visual values. Identify acceptable adaptive reuse concepts and design and/or financial incentives that can be used to help with building or site modification costs – particularly within the downtown and floodway zones. Create a program that allows architecturally pleasing, older buildings to be relocated to other, more compatible sites when the structures can not be accommodated at present locations.</p> <p><u>DP 1.3 Scenic assets</u> Protect lands, natural features or related activities including agricultural structures like barns, sheds, fences, and other features that provide unique landmarks in the natural landscape. Protect lands or sites that have unique views or vistas of natural landforms and landmarks, particularly of the Wallace, Sultan, and Skykomish Rivers, and Cascade Mountains.</p> <p><u>DP 1.4 View corridors</u> Enforce exacting performance standards governing possible alterations <u>Encourage retention</u> of existing buildings or sites that provide unique or special landmarks, horizon references, or other interesting visual values. Enforce exacting performance standards governing possible land use development of lands or sites that have natural views or vistas of interesting scenic assets or features.</p> <p><u>DP 1.5 Buffer corridors</u> Maintain pleasing visual corridors along major roads to reflect natural beauty and a semi-rural atmosphere. Provide landscape screens, earth berms, and other natural material or design buffers, particularly about urban commercial or industrial uses that front or are visible from adjacent residential areas or roads or U.S. 2.</p> <p><u>DP 1.6 Open spaces</u> Protect lands, sites or improvements that have been or may be held in trust or common for parks, conservancies, recreation, or other open space preserves within Sultan’s developing area. Enforce exacting performance standards governing possible alterations of existing sites that provide unique open or natural space buffers to more urban land use developments. Preserve, where possible and desirable, the open or natural space features</p>

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		<p>within potential future land use developments – especially along the shorelines, bluffs, and wetlands.</p> <p><u>DP 1.7 Institutional lands</u> Protect lands, sites or improvements that have been improved for cemeteries, old farm, or military fortifications or similar public or pioneering purposes.</p> <p>Enforce exacting performance standards governing possible Ensure developments adjacent to sites that house schools and other institutional activities that may be sensitive to use intrusion and that provide a special physical place within Sultan's developed area are compatible with surrounding neighborhoods.</p> <p><u>DP 2 Goal: Create visual interest</u> Create local visual identities and interests, retain natural landscape features, and generally develop a quality urban environment.</p> <p><u>DP 2.1 Visual identity</u> Create special identities for unique districts or places, particularly of the Sultan downtown business district.</p> <p>Work with property owners to establish standards coordinating informational and advertisement signing, street trees, landscape materials, streetscape furnishings, building materials or styles, even colors, to create visual images that organize the disparate elements of the special district into a cohesive, pleasing identity. Editor's note: should we shorten this planning policy?</p> <p><u>DP 2.2 Landscape</u> Retain the natural landscape as much as possible in land development projects, including trees, site contours, natural drainage features, and other characteristics. Enforce replanting schemes and landscaping requirements, particularly along buffer or dividing zones with different uses, major arterial roads, and within parking lots and other large improved areas especially along U.S. 2.</p> <p><u>DP 2.3 Architectural quality</u> Where appropriate, and when downtown property owners desire, establish special overlay zones providing an architectural design review process service for building owners and business operators. Provide illustrations of preferred concepts, solutions, materials, styles, and other particulars affecting quality architectural solutions within the downtown.</p>

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		<p><u>DP 2.4 Coordinate preservation efforts</u> Coordinate the land and financial resources that are available of Sultan, Snohomish County, Washington State, and other preservation-oriented agencies within the Sultan Urban Growth Area in order to realize a more effective, balanced local system of historical and cultural heritage resources. Work with land trust and other preservation groups to acquire and protect development rights on sensitive lands, environments, viewpoints, habitats, and other important resources.</p> <p><u>DP 2.5 Historical/cultural impact assessment methodology</u> With the participation of the Snohomish County and the Washington State Historical Office, develop a methodology for determining the design and historic impact of proposed development projects on sensitive heritage sites within the Sultan Urban Growth Area. The methodology could determine the potential facility design impacts that will be caused by a proposed urban development project, and an equitable design performance that is in accordance with the objective of the overlay design district standards.</p> <p><u>Editor's Note: Move DP 2.6 to DP 2.10 to Implementation Strategies</u></p> <p><u>DP 2.6 Develop major gateways on U.S. 2 at 299th Street and Sultan Startup Road</u> – to indicate the edge of the developed Sultan urban area and establish a city identity.</p> <p><u>DP 2.7 Install landscaping along U.S. 2 through the developed downtown and commercial areas</u> – to control parking and access, and improve visual appearances.</p> <p><u>DP 2.8 Develop minor gateways into the downtown from 2nd, 5th, 8th, and Main Streets</u> – to indicate entry into the historic city center and establish a downtown identity.</p> <p><u>DP 2.9 Develop a downtown streetscape</u> – creating on-street parking areas, consolidating off-street parking lots, installing street trees, lights, benches, paving areas, and other design amenities.</p> <p><u>DP 2.10 Establish downtown design standards</u> – to govern and</p>

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<p><u>The Built Environment and Health</u> Goal: The region’s communities will be planned and designed to promote physical, social, and mental well being so that all people can live healthier and more active lives.</p> <ul style="list-style-type: none"> ✓ DP-43 Design communities to provide an improved environment for walking and bicycling. ✓ DP-44 Incorporate provisions addressing health and well-being into appropriate regional, countywide and local planning and decision making processes. ✓ DP-45 Promote cooperation and coordination among transportation providers, local government, and developers to ensure that joint and mixed use developments are designed to promote and improve physical, mental, and social health and reduce the impacts of climate change on the natural and built environment. ✓ DP-46 Develop and implement design guidelines to encourage construction of healthy buildings and facilities to promote healthy people. ✓ DP-47 Support agricultural, farmland, and aquatic uses that enhance the food system in the central Puget Sound region and its capacity to produce fresh and minimally processed foods. 	<p>DP-46 Encourage mixed use, pedestrian and bicycle friendly and transit compatible development in areas within the urban growth area designated for multiple residential and non-residential development.</p> <p>DP-47 Development Regulations should include standards addressing the physical and mental health, as well as physical safety, of residents and employees.</p> <p>DP-48 (v. 2) The County and cities should adopt land use standards and building regulations that support and promote a healthy and safe lifestyle.</p> <p>DP-49 The cities and the county should encourage policies that balance the needs for food production with the needs to protect critical areas and habitat of endangered species.</p>	<p>help create storefront and building character and amenities.</p> <p><u>LU 6 Goal: Recognize the well-being of all Sultan residents is affected by the built environment, land use, density, transportation strategies and street design.</u></p> <p><u>Editor’s Note: The built environment and health are new concepts in Vision 2040. Proposed goals and policies under LU-6 are new to Sultan’s Comprehensive Plan.</u></p> <p><u>LU 6.1 Adopt mixed-use residential, commercial and office zoning where appropriate to support transit use and encourage walkability.</u></p> <p><u>LU 6.2 Work with the Sultan School District to encourage walkable school sites.</u></p> <p><u>LU 6.3 Pursue joint-use agreements to share facilities with schools to provide neighborhoods with safe and attractive places for recreation.</u></p> <p><u>LU 6.4 Identify opportunities to increase acreage of total recreation areas especially areas that can accommodate youth and adult sports fields.</u></p> <p><u>LU 6.5 Prioritize the development of safe, well-maintained walking routes along streams, rivers, and waterfronts.</u></p> <p><u>LU 6.6 Adopt sufficient density standards for residential, commercial and retail development to ensure development that supports transit and walkable environments.</u></p> <p><u>LU 6.7 Where feasible, ensure that pedestrian routes and sidewalks are integrated into continuous networks.</u></p> <p><u>LU 6.8 Support efforts to protect local farmland and local access to fresh fruits and vegetables.</u></p> <p><u>LU 6.9 Support strategies that capitalize on the mutual benefit of connection between rural economies as food suppliers and Sultan as processors and consumers.</u></p> <p><u>LU 6.9 Encourage the use of vacant lots for community gardens.</u></p> <p><u>LU 6.10 Encourage new building construction to incorporate green roofs.</u></p>
<p><u>Innovative Techniques</u></p> <ul style="list-style-type: none"> ✓ DP-48 Encourage the use of innovative techniques including, the transfer of development rights, purchase of development rights, and conservation incentives. Use 		<p><u>LU 7 Goal: Support innovative techniques in land use planning to create mixed-use central places and a vibrant sustainable economy which preserves our natural resources.</u></p>

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<p>techniques to focus growth within the urban area.</p> <ul style="list-style-type: none"> ✓ DP-49 Support and provide incentives to increase the percentage of new development and redevelopment – both public and private – to be built at higher performing energy and environmental standards. ✓ DP-50 Streamline the development standards and regulations for residential and commercial development, especially in centers, to provide flexibility and to accommodate a broader range of project types consistent with regional vision. <p>✓</p>		<p>Editor's Note: Innovative techniques are a new concept in Vision 2040. Proposed goals and policies under LU-7 are new to Sultan's Comprehensive Plan.</p> <p>LU 7.1 Consider adopting energy efficient development standards that meet the requirements of the Council on Leadership in Energy and Environmental Design (LEED).</p> <p>LU 7.2 Provide incentives for developers to use energy efficient methods and materials for new and substantially improved buildings.</p> <p>LU 7.2 Allow, under certain conditions, an increase in increment of development density in exchange for land in designated conservation or resource protection areas either through direct acquisition or through payment of density transfer fees.</p> <p>LU 7.3 Ensure development standards and zoning regulations encourage creative approaches in land use planning to achieve mixed-use central places and a vibrant economy served by an efficient transportation system.</p>
<p><u>Incompatible Land Uses</u></p> <ul style="list-style-type: none"> ✓ DP-51 Protect the continued operation of general aviation airports from encroachment by incompatible uses and development on adjacent land ✓ Protect military lands from encroachment by incompatible uses and development on adjacent lands. ✓ Protect industrial lands from encroachment by incompatible uses and development on adjacent land. 	<p>DP-50 Protect industrial lands from encroachment by incompatible uses and development on adjacent land.</p> <p>DP-51 Land uses that generate hazards that conflict with safe flight operations should be discouraged adjacent to general aviation airports. Such land uses include those that attract birds, create visual hazards, discharge particulate matter in the air that could alter atmospheric conditions, emit transmissions that would interfere with aviation communications and/or instrument landing systems, or otherwise conflict with aircraft patterns, or result in potential hazards to aviation.</p> <p>DP-52 Protect the continued operation of general aviation airports from encroachment by incompatible uses and development on adjacent land.</p> <p>DP-53 General aviation-related uses and economic development opportunities that support aerospace industries and general aviation should be encouraged adjacent to general aviation airports.</p> <p>DP-54 Land uses that support military uses should be encouraged adjacent to military lands while land uses that are incompatible with military uses should be discouraged.</p>	<p>SEE LU 5</p>
<p><u>Concurrency</u></p> <ul style="list-style-type: none"> ✓ DP-54 Develop concurrency programs and methods that fully consider growth targets, service needs, and level-of-service standards. Focus level of service standards for transportation on the movement of people and goods instead of only the 		<p>See Capital Facilities Element for LOS standards and concurrency</p>

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<p>movement of vehicles.</p> <ul style="list-style-type: none"> ✓ DP-55 Address non-motorized, pedestrian, and other multi-modal types of transportation options in concurrency programs – both in assessment and mitigation. ✓ DP-56 Tailor concurrency programs for centers and other subareas to encourage development that can be supported by transit. 		

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