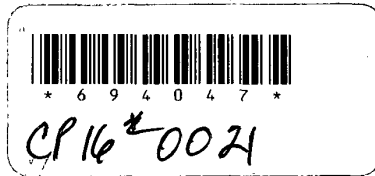




proud past, promising future

CLARK COUNTY  
WASHINGTON



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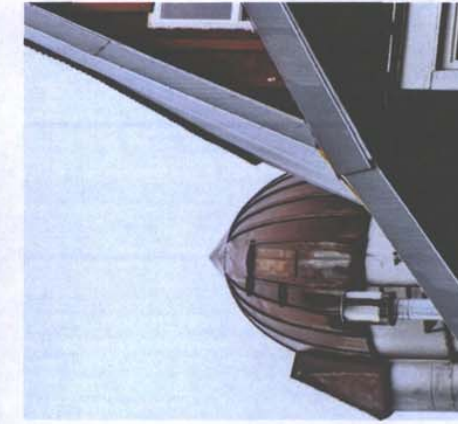
## CLARK COUNTY PLANNING COMMISSION THURSDAY, JANUARY 16, 2014

5:30 – 7:15 p.m. – WORKSESSION  
BOCC HEARING ROOM, 6<sup>TH</sup> FLOOR  
PUBLIC SERVICES BUILDING  
1300 FRANKLIN STREET  
VANCOUVER, WA

### AGENDA

- |    |                           |             |            |
|----|---------------------------|-------------|------------|
| 1) | Welcome/Roll Call         | Chair       | 5 minutes  |
| 2) | Issue Papers              | Oliver      | 45 minutes |
| 3) | Commerce Checklist        | Gary        | 10 minutes |
| 4) | Public Participation Plan | Colete      | 20 minutes |
| 5) | Review Schedule/Docket    | Jeff/Oliver | 25 minutes |
| 4) | Adjournment               |             |            |

# Clark County 20-Year Comprehensive Management Plan Review 2015-2035



Oliver Orjiako, Director, Community Planning



PC Work Session ~ January 16, 2014

# Agenda

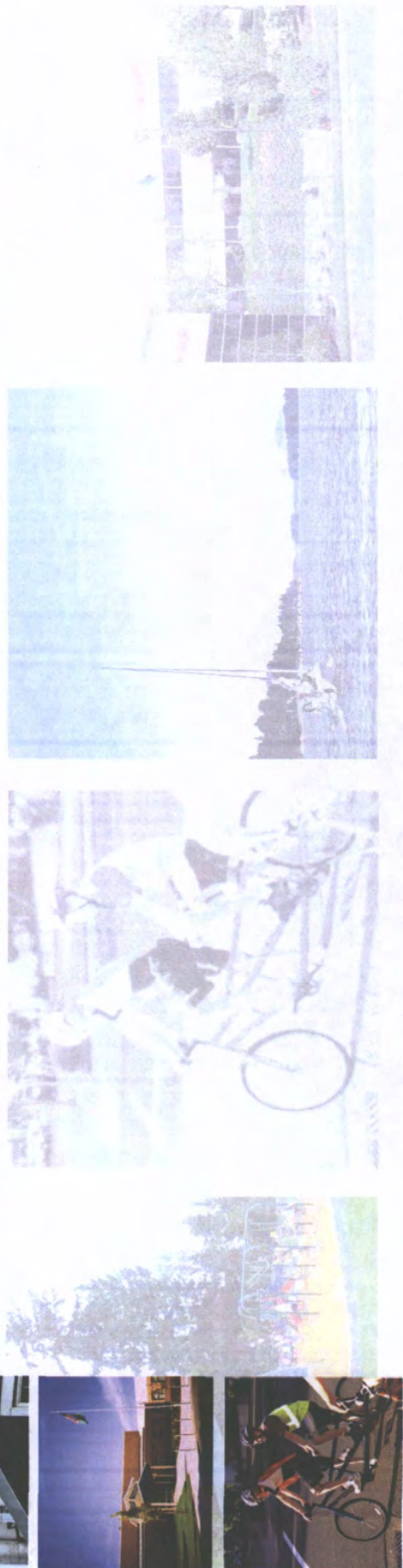


- **History of planning in Clark County**

- **Why do we plan?**

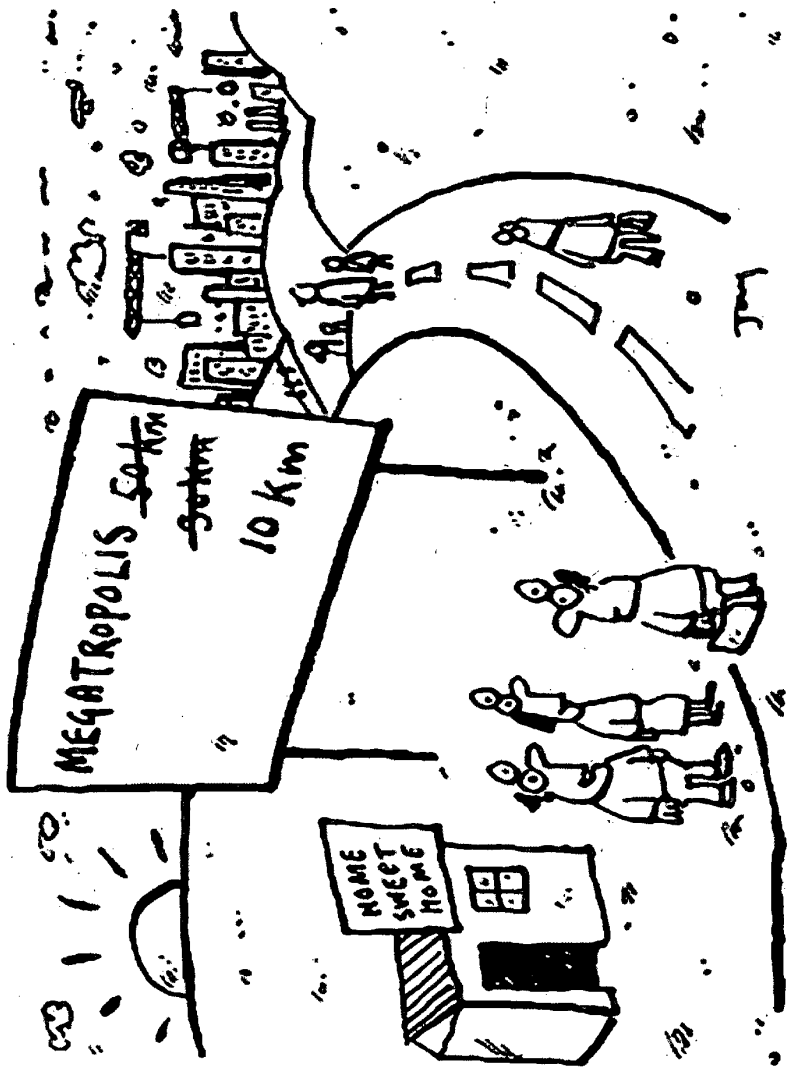
- **Board's role in planning**

- **Next Steps**



# History of planning

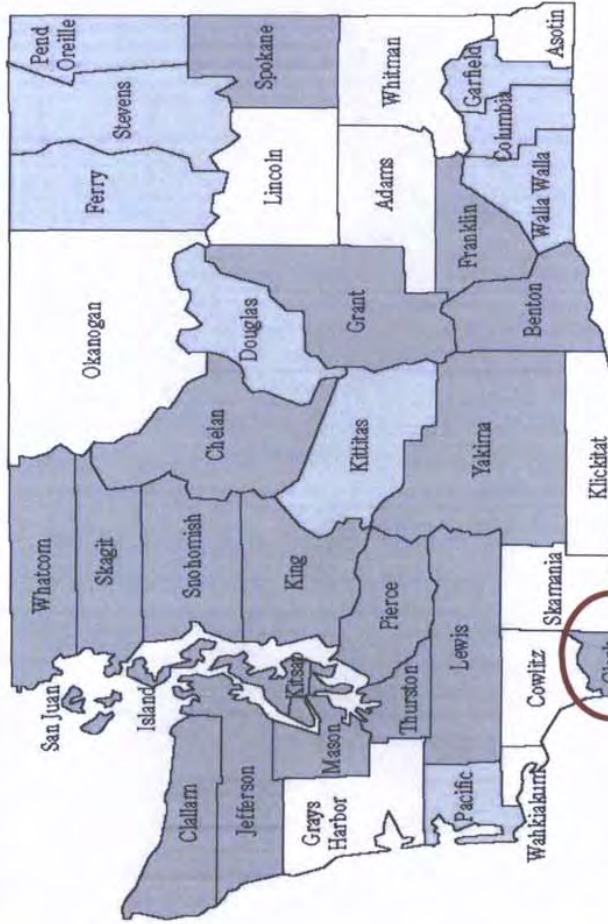
- Washington experiences rapid growth that began to change perceived quality of life in late 1980s
- Clark County growth rate between 1980-1990 was 24%
  - 4<sup>th</sup> highest in the state (tied with Skagit)



"We're waiting for the city to come to us..."

# History of planning

## Counties Planning Under the Growth Management Act



- Mandated to fully plan
  - Opted to fully plan
  - Critical areas and resource lands only
- Growth Management Services/GIS

- Legislature adopts Growth Management Act (GMA) 1990
- Clark County mandated to fully plan

# History of planning

- **1979 Clark County's first Comprehensive Plan**
- **1994 First Comprehensive Growth Management Plan - GMA**
- **2004 Update growth rate used was 1.69%**
- **2007 Update growth rate used was 2.2% for the first six years and 2.0% for remainder. 2024 population estimate was 584,310**

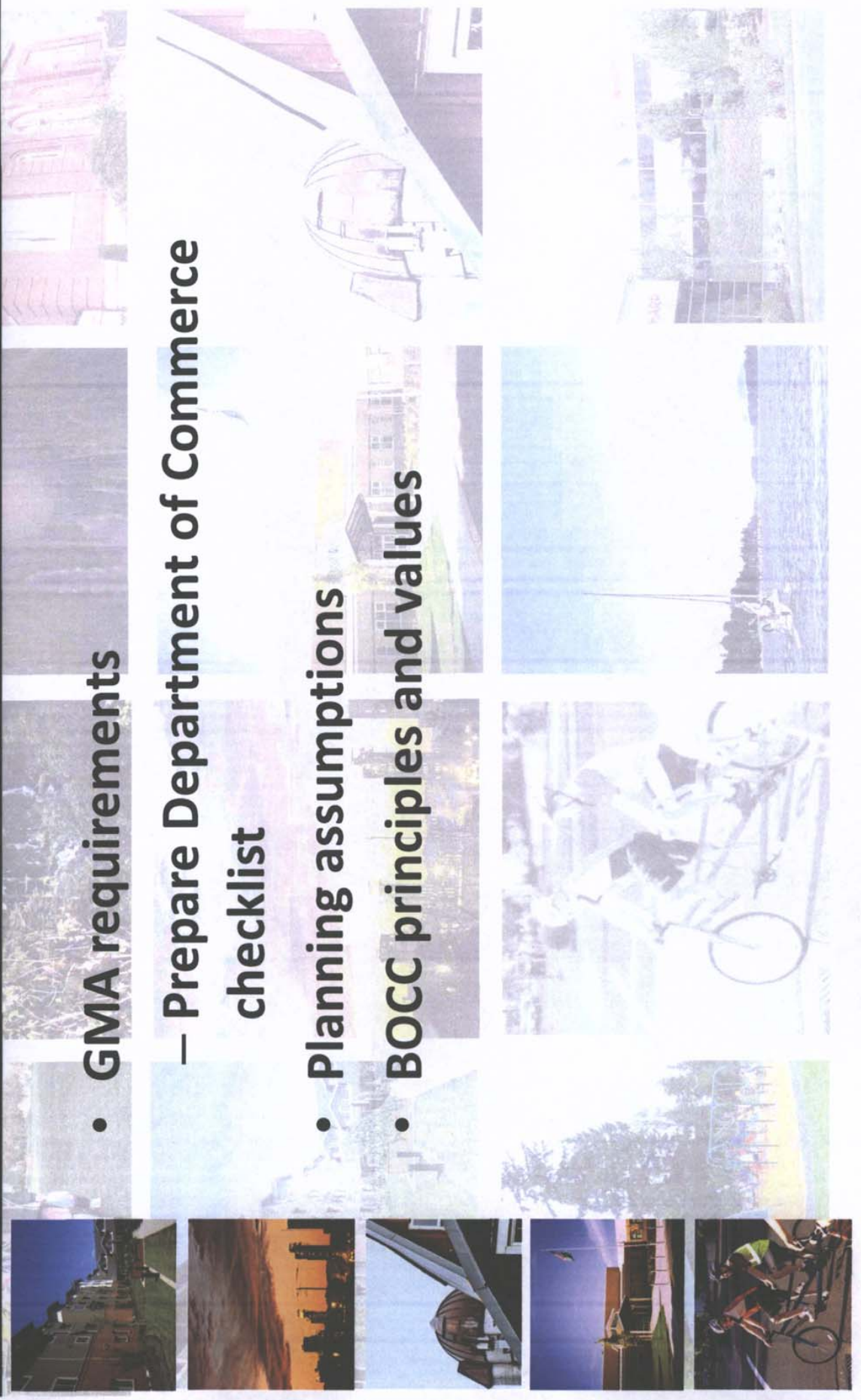


# Why do we plan?

- **GMA requirements: codified in RCW 36.70A**
  - **Legislative Findings**
  - **Public Participation**
  - **Mandatory Elements**
  - **Coordination & consistent with jurisdictions**
  - **Reviews and schedules**
  - **OFM Population Growth Projections**
- **Next update due by June 30, 2016**

# Must consider

- GMA requirements
- Prepare Department of Commerce checklist
- Planning assumptions
- BOCC principles and values





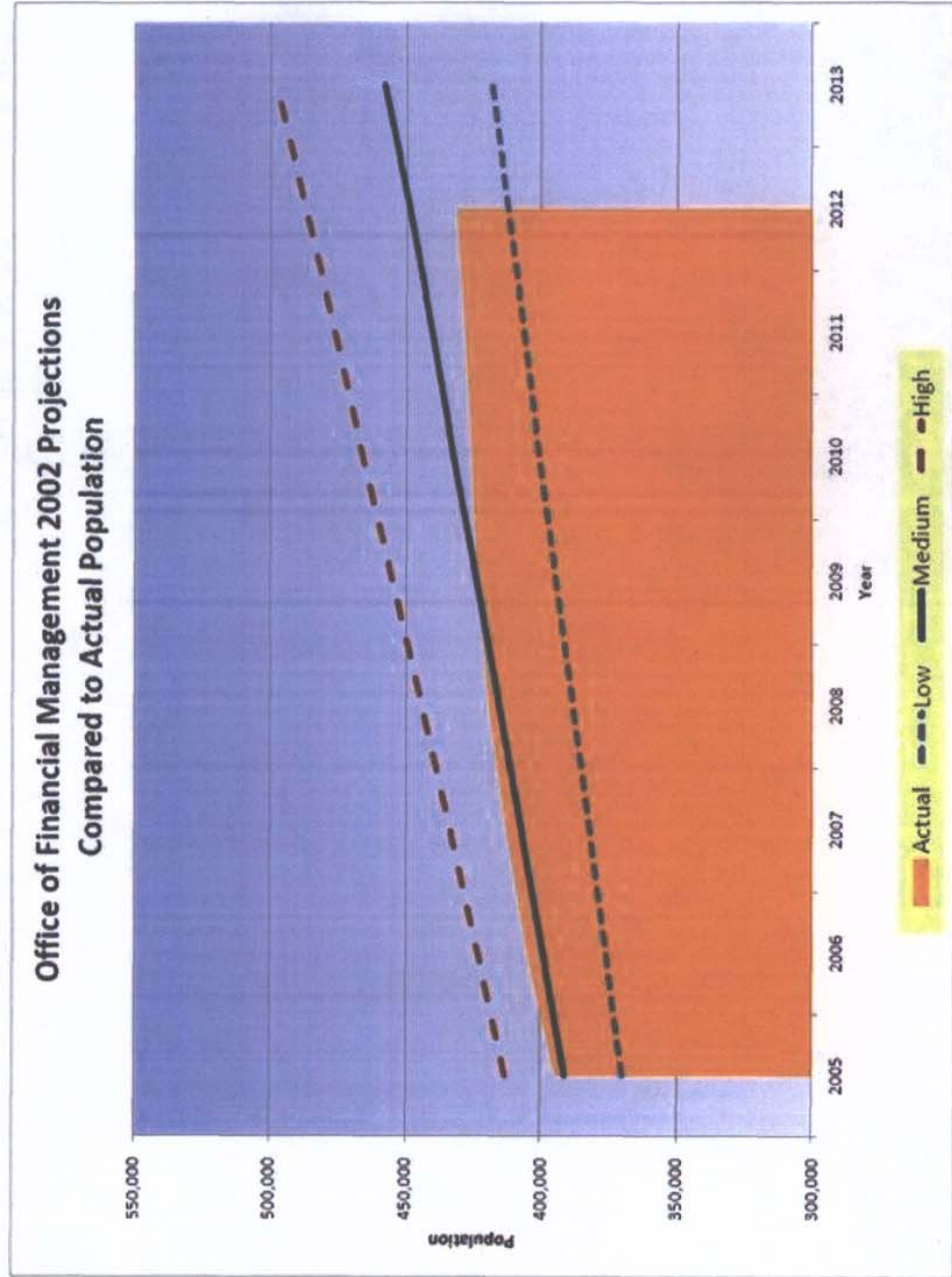
# Planning assumptions

## What have we assumed? Did we get it right?

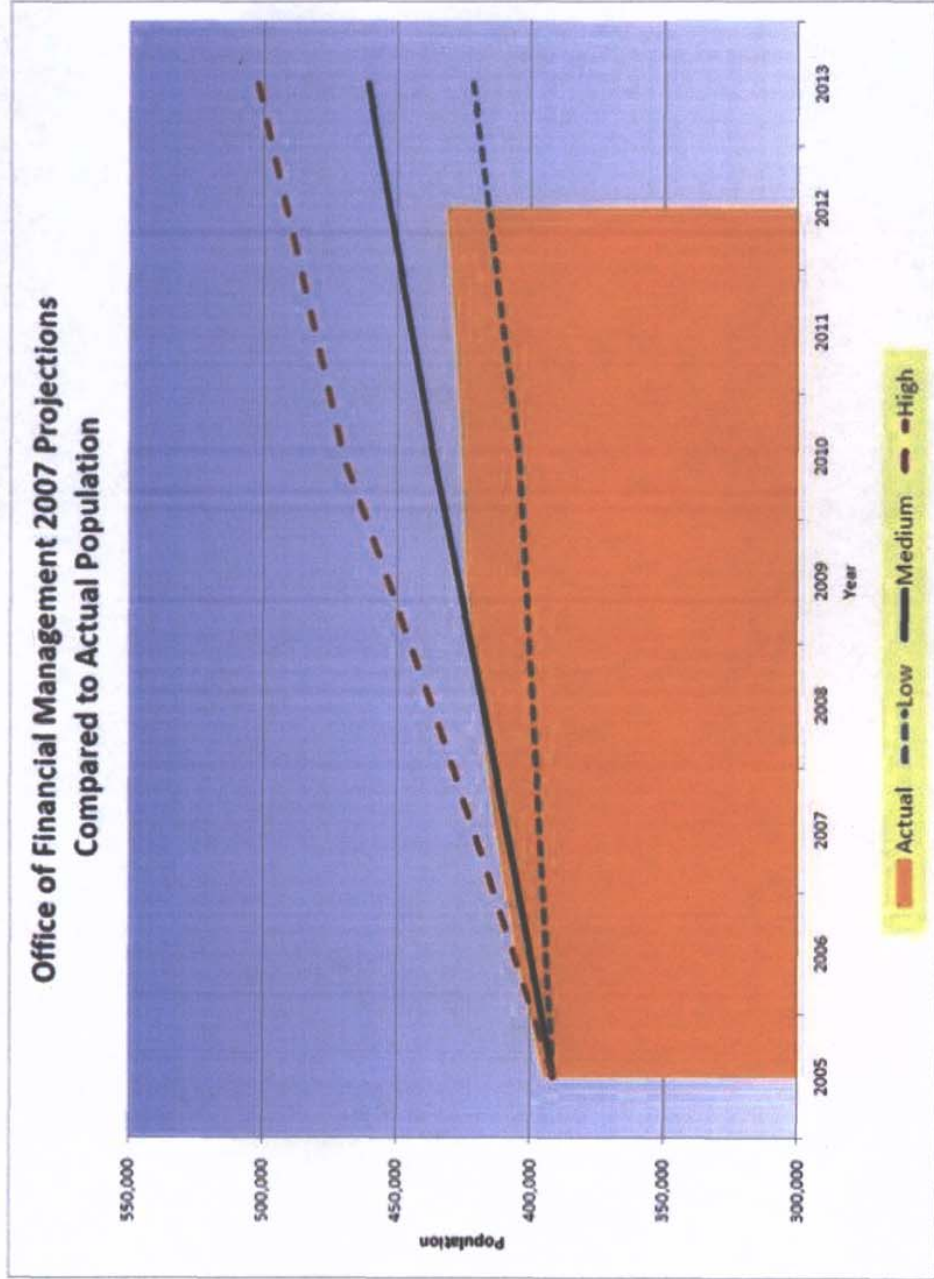
Assumption	1994	2004	2007
OFM Range	356,873 – 416,071	453,280 – 571,061	476,692 – 625,316
20-Year Population Projections	416,071	517,741	584,310
Planned population growth	123,000	147,278	192,635
Urban/Rural population growth split	81/19	90/10	90/10
Assumed Annual population growth rate	2.35%	1.69%	2.2% (2004-2010), 2% (2011-2024)



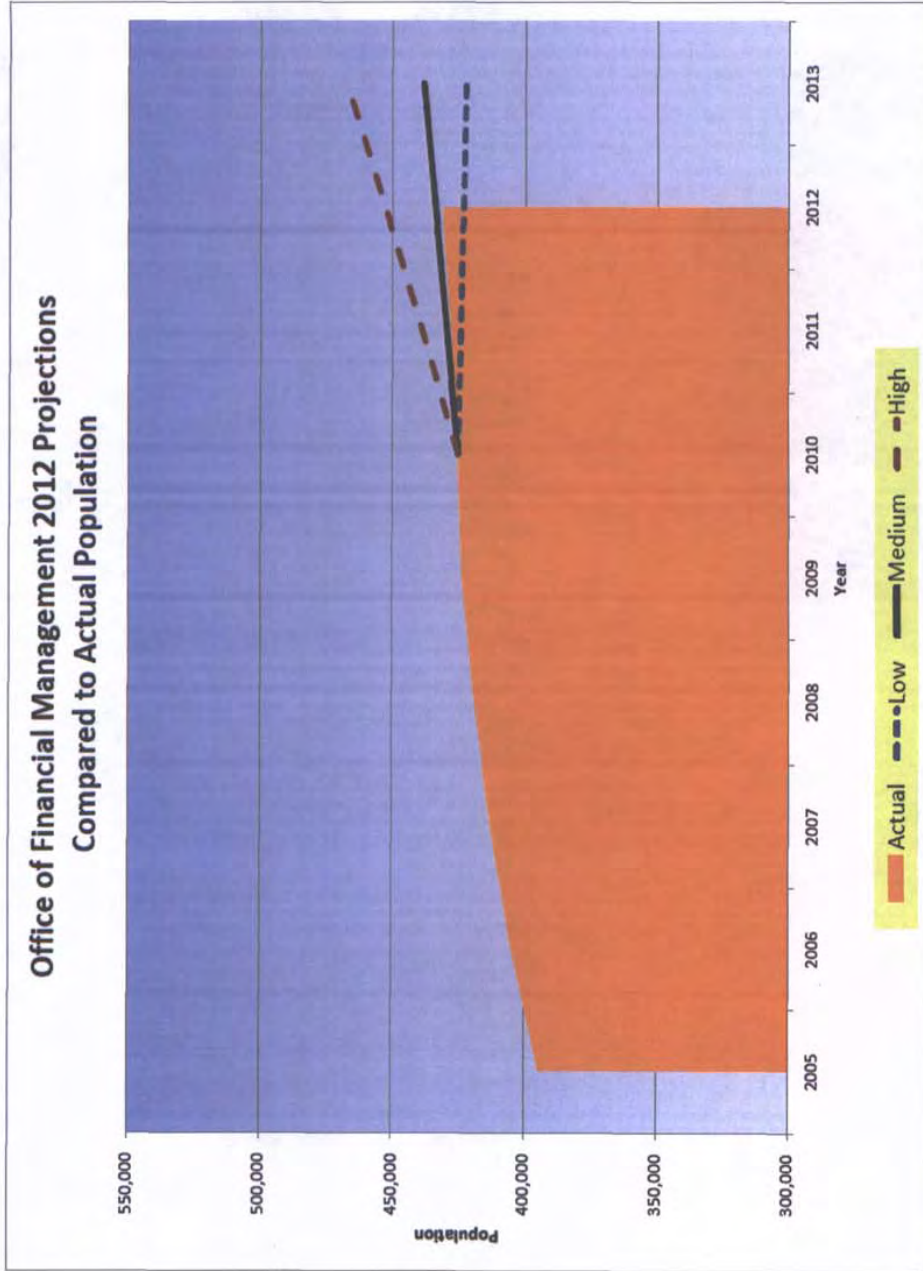
# Clark County OFM population forecast vs. actual



# Clark County OFM population forecast vs. actual

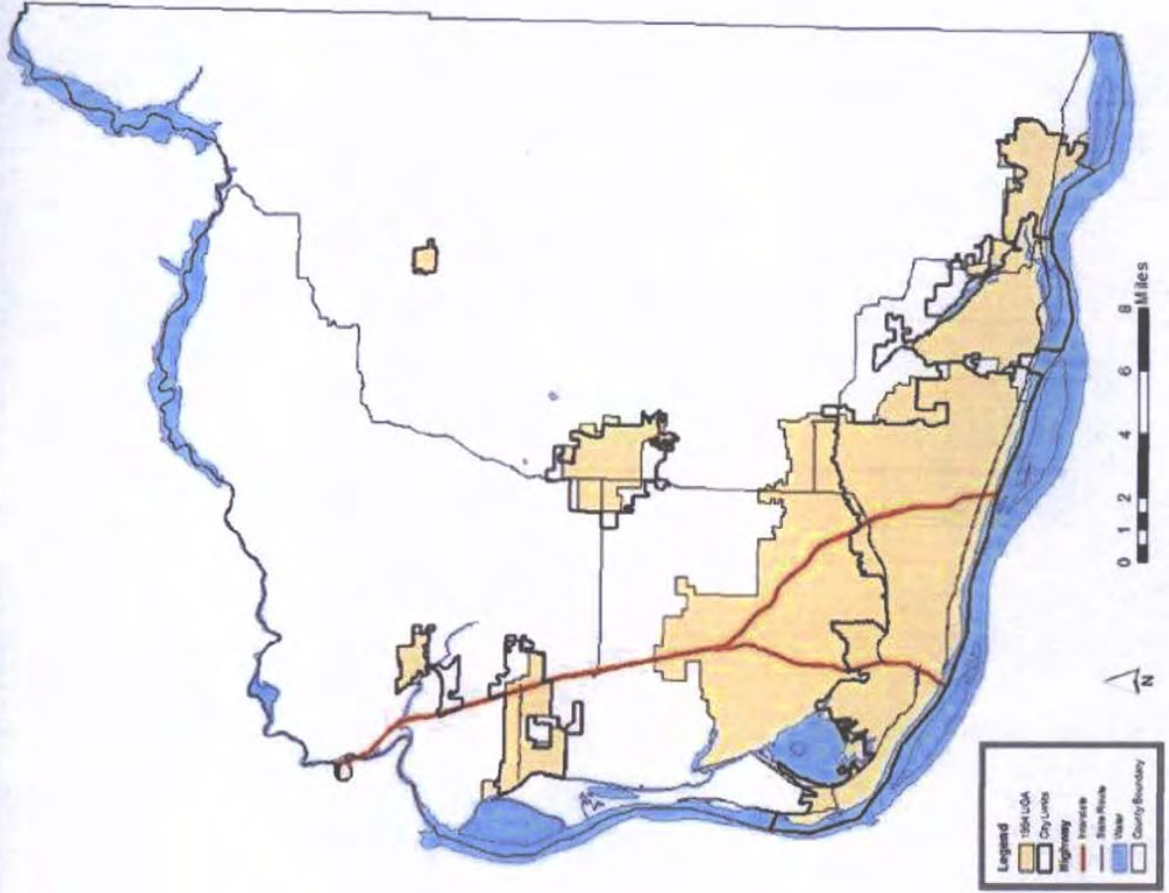


# Clark County OFM population forecast vs. actual



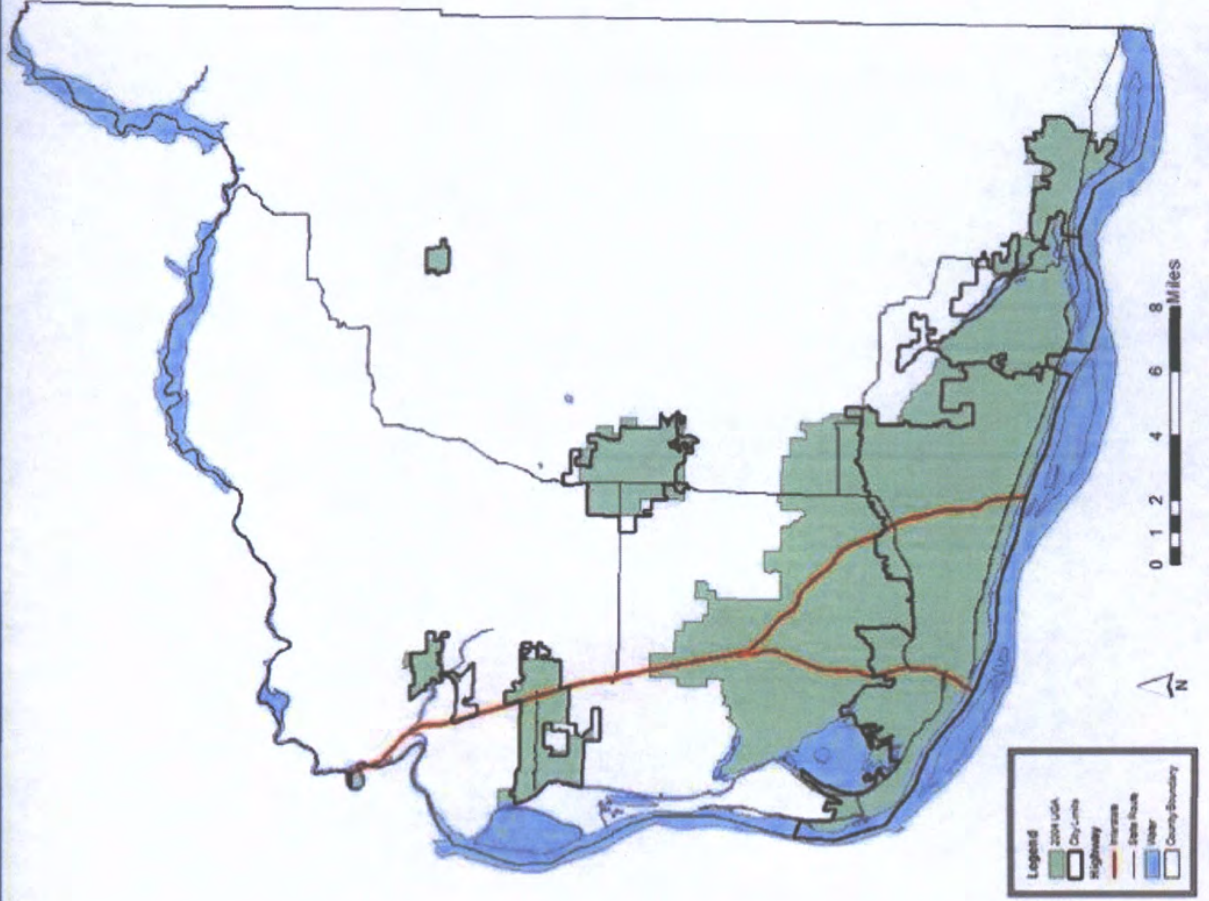
# Clark County's Urban Growth Boundary

1994



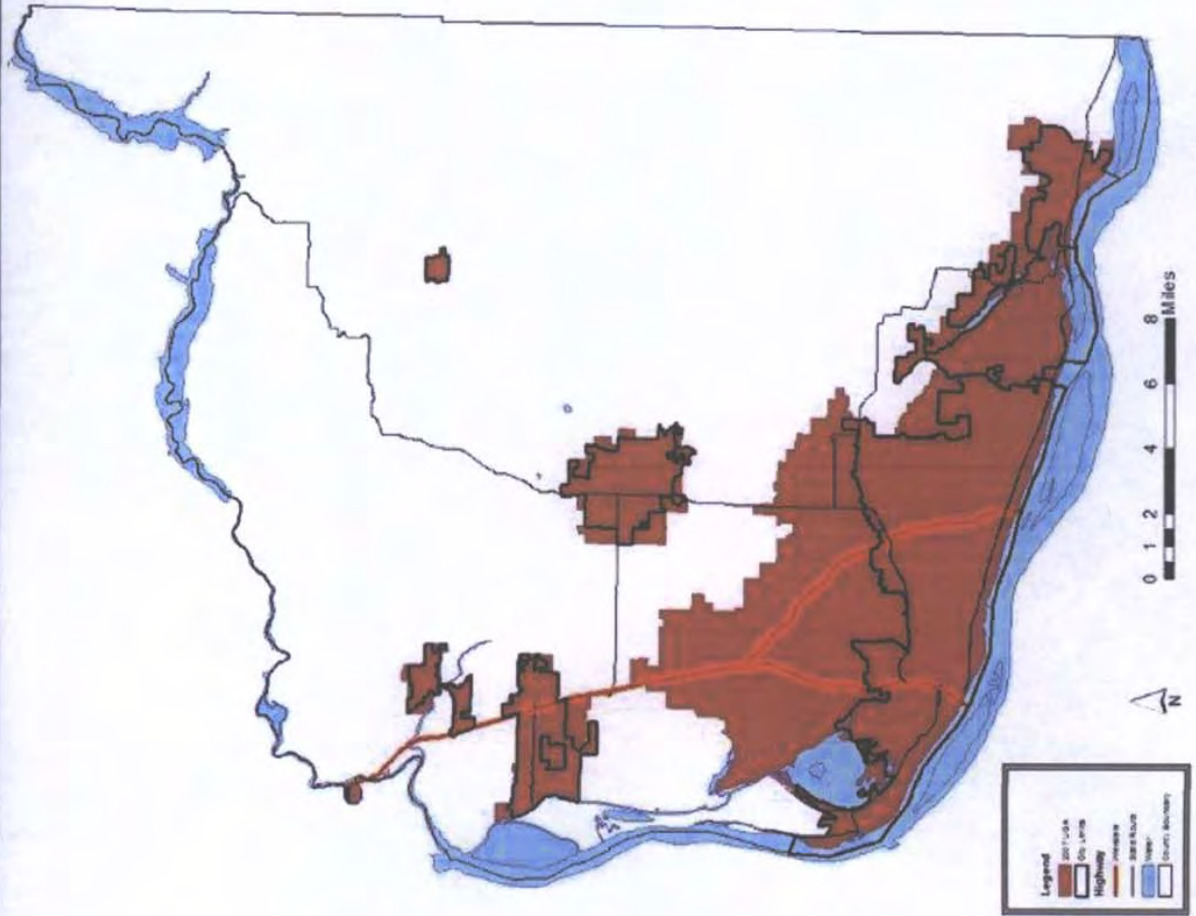
# Clark County's Urban Growth Boundary

2004



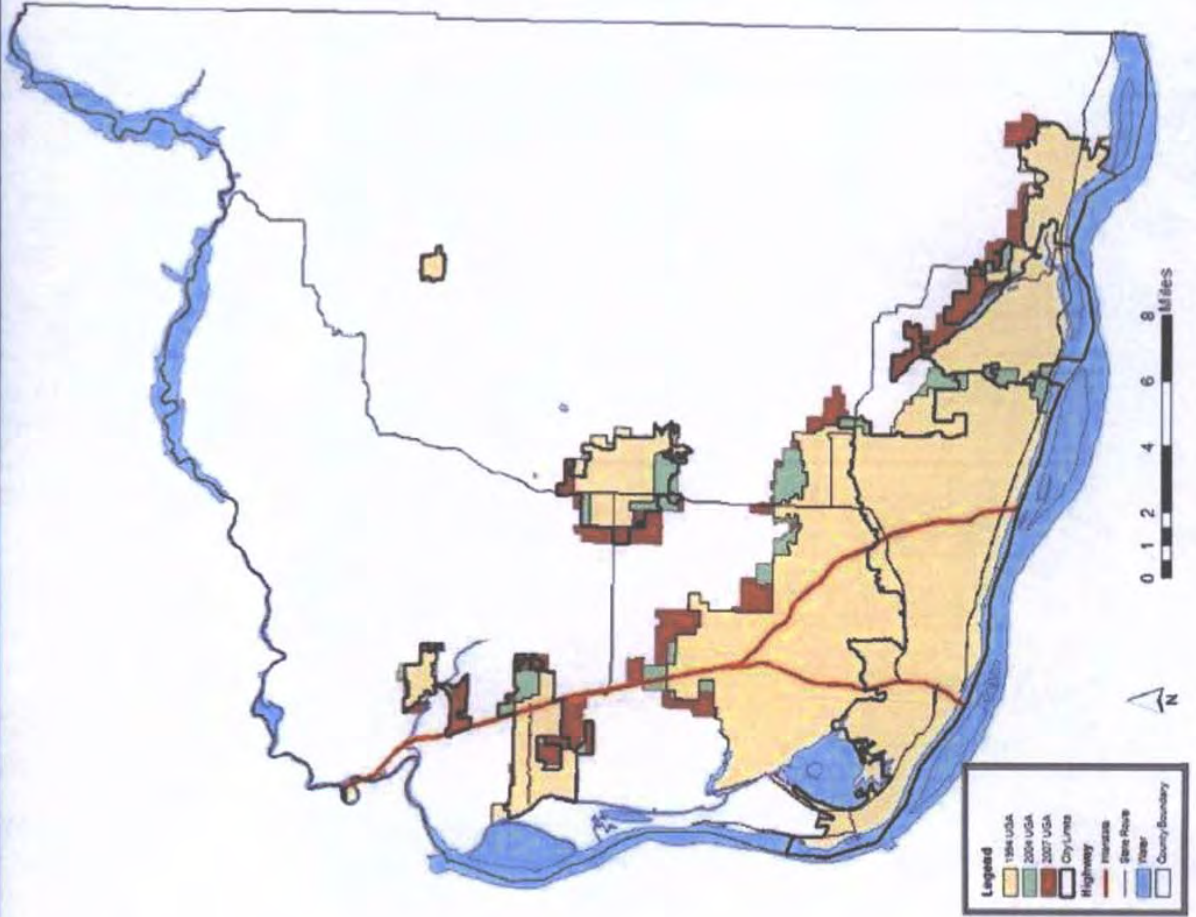
# Clark County's Urban Growth Boundary

2007



# Clark County's Urban Growth Boundary

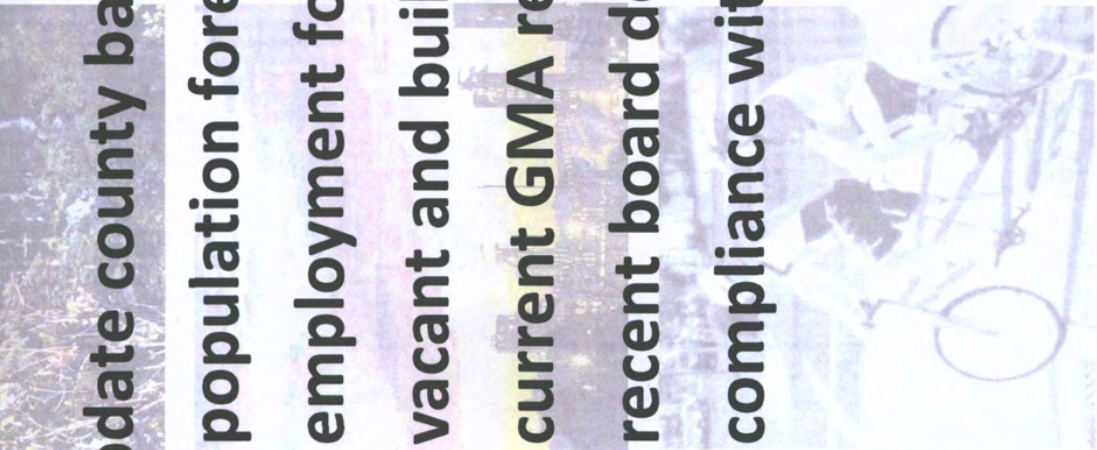
**1994**  
**2004**  
**2007**





# Board's role in planning

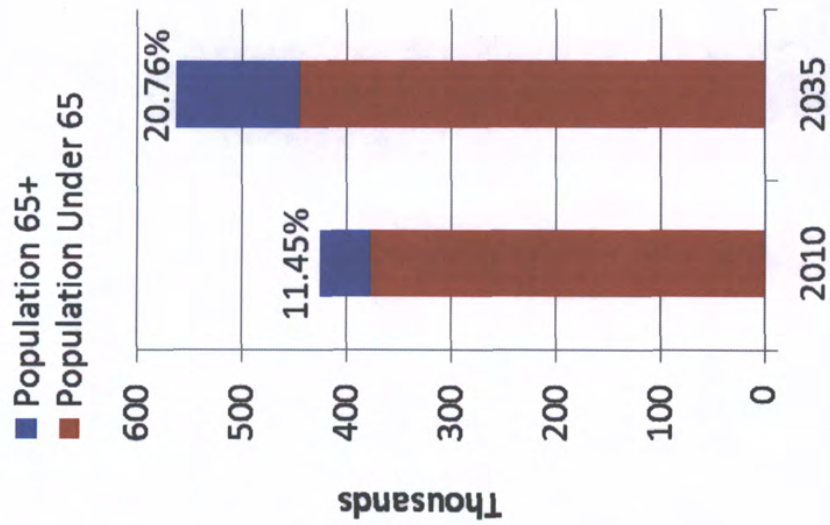
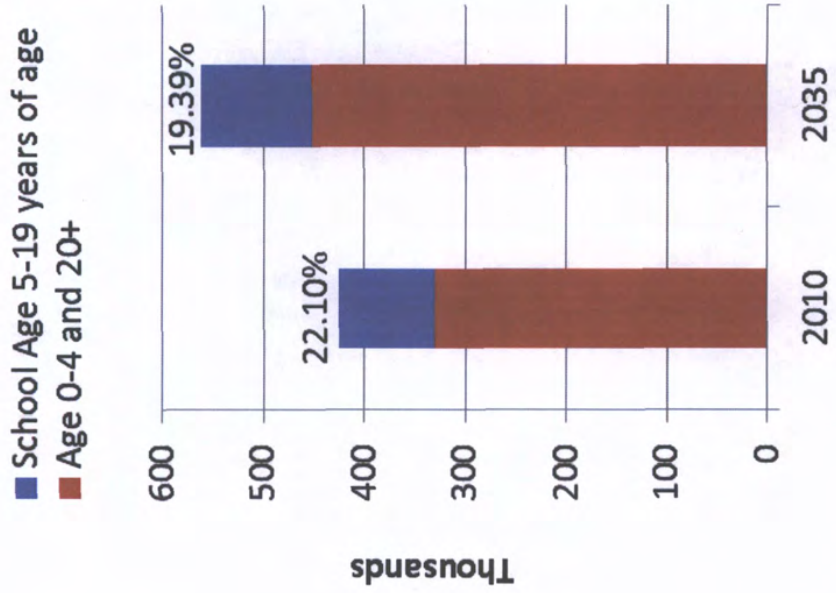
- Update county baseline to include:
  - population forecasts
  - employment forecasts
  - vacant and buildable lands inventory
  - current GMA regulations
  - recent board decisions
  - compliance with court orders



# Population and employment forecast

	2010	2024	2035 (low)	2035 (medium)	2035 (high)
Population	425,363	584,310	459,617	562,207	681,135
Employment	131,954	230,000	137,900	168,700	204,400
Jobs/ Households	1:0.80	1:1.01	1:0.78	1:0.78	1:0.78

# Demographic changes and trends

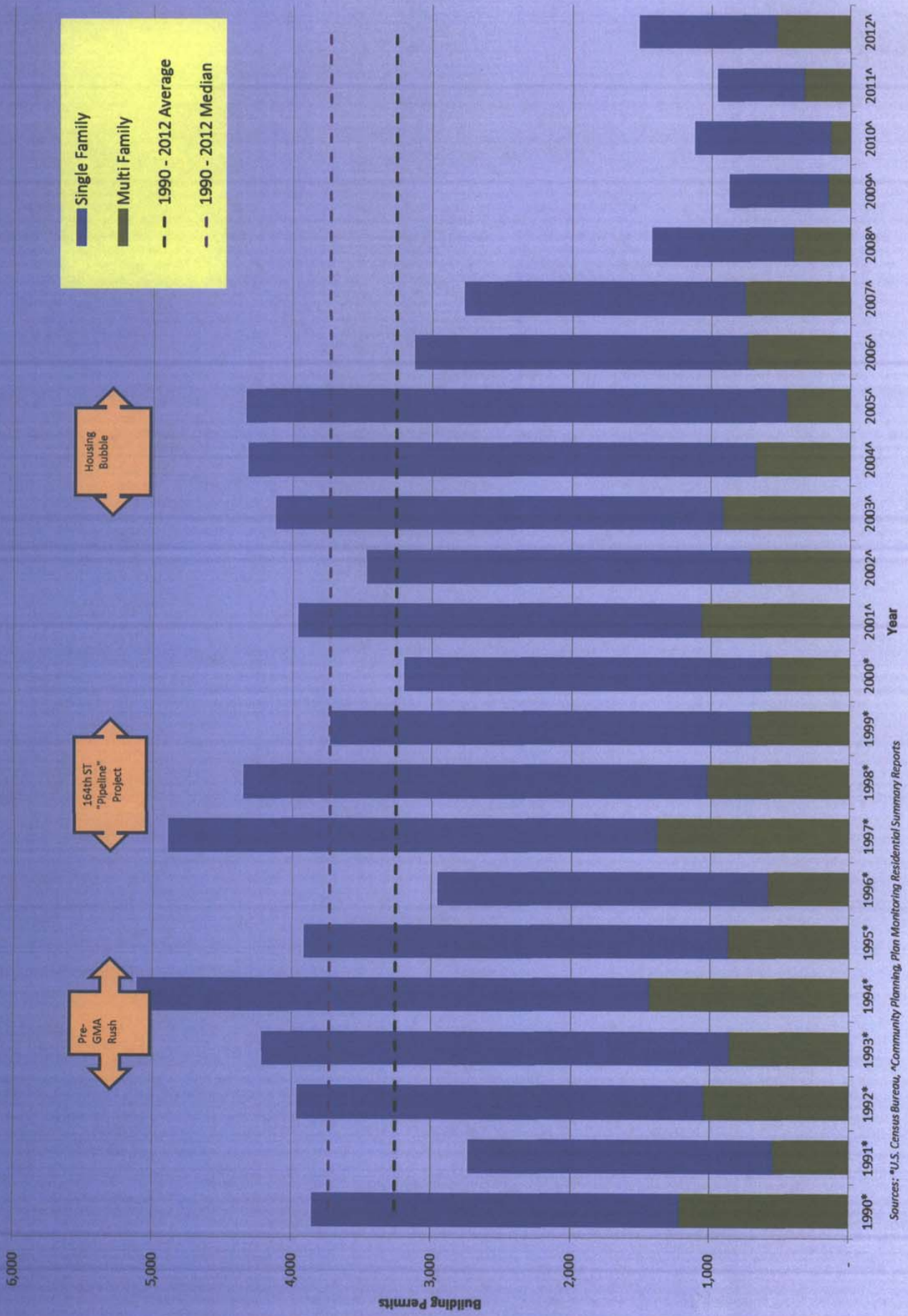


# Vacant and buildable lands

## 2013 inventory numbers

2013	Net Vacant Acres	Estimated Population/Jobs
Residential	8,037	147,472
Commercial	3,109	62,178
Industrial	3,587	32,280

# Clark County Residential Building Permits 1990 - 2012



Sources: \*U.S. Census Bureau, ^Community Planning, Plan Monitoring Residential Summary Reports

# Next steps and tasks



- SEPA & Adoption Process
- Reorganize Comp Plan
- Local jurisdictional work
- Public participation plan
- Comp Plan Review & commerce checklist
- Technical analysis 2015 BLR
- Scoping of tasks & timelines
- Board work Session



## Comprehensive Growth Management Plan review 2016

Thank you  
Questions?

## **Purpose**

This memorandum is to give the Board of Clark County Commissioners (Board) background information on the pending Clark County 20-Year Comprehensive Growth Management Plan update.

In a July 17<sup>th</sup> work session, Community Planning will present to the Board topics such as why do we plan, history of planning in Clark County, What have we assumed/did we get it right?, GMA requirements, Board's role in planning and the next steps.

## **Introduction**

The 1990 Growth Management Act (GMA) requires the county to "...review, at least every eight years, its designated urban growth area, and the densities permitted within both the incorporated and unincorporated portions of each urban growth area (RCW 36.70A.130(a))." Such revision shall be made "...to accommodate the urban growth projected to occur in the county for the succeeding twenty-year period." Clark County adopted a comprehensive plan in 1994, 2004 and 2007. The next update cycle requires the county to review, revise and update, if necessary, by June 30, 2016.

## **Background**

In 1994, the county adopted the first comprehensive plan, which resulted in a total of 41,229 acres, or 64.42 square miles, of urban growth areas. The plan was remanded by the Western Washington Growth Management Hearings Board for inconsistency between population projections and capital facilities planning. After additional work, the county revised the comprehensive plan in 1997 to comply with the hearings board findings.

By 1999, the second comprehensive plan effort was launched. The state Office of Financial Management (OFM) projected a 20-year Clark County population increase to between 453,280 and 571,061 people. As adopted, the county's 2004 plan assumed an annual growth rate of 1.69 percent, resulting in a projected mid-range population forecast of 517,741. Urban growth areas were expanded by 6,124 acres, or 9.57 square miles. Fourteen appeals challenging the 2004 plan were filed with the hearings board. The appeals focused, in part, on a last-minute reduction in the assumed growth rate, moving it from 1.83 percent to 1.69 percent.

In 2005, a new Board found the growth rate assumed in the 2004 plan was unrealistically low based on historic trends, and agreed to reopen the plan. Relying on county assurances for an increased local process, the city of Battle Ground and development petitioners withdrew their appeals. On Nov. 23, 2005, the hearings board issued its amended Final Decision and Order in the case of *Building Association of Clark County v. Clark County*, WWGMHG No. 04-2-0038c. The decision upheld the 2004 plan.

Earlier, in June 2005, the Board of County Commissioners launched a two-year update process that culminated in adoption of a 2007 Comprehensive Plan amendment. The plan assumed a 2.2 percent growth rate for the first six years and a 2.0 percent growth rate for the remainder of the 20-year plan. Those assumptions resulted in a population forecast of 584,310, and urban growth areas were expanded by 12,023 acres.



The 2007 plan was appealed. The appellants were, in order, Karpinski, Clark County Natural Resources Council, and Futurewise. They were arguing that the county had erroneously moved 4,351 acres from agricultural designation to a non-resource designation, and included those lands within urban growth areas. As a result of the appeals process, the rezoning of about 1,500 acres was ruled invalid, and those lands were removed from urban growth areas and again designated as agricultural lands. All 1,500 acres had been zoned for employment lands. The 2013 vacant lands inventory shows that there are 6,696 acres of land zoned for employment opportunity. The Washington Supreme Court ruled in March 2013 that the Court of Appeals should not have ruled on the annexation by the Cities of Ridgefield and Camas of lands that had been “designated” by the 2007 plan.

## Planning assumptions

Much information goes into making decisions during a comprehensive plan update. GMA requires Clark County and its cities to monitor growth patterns and use information from new development as well as consideration of “reasonable measures” to revise and update their growth plans, if necessary (RCW 36.70A.215). In addition, planning assumptions for growth rate and jobs/acre<sup>1</sup> are used to determine the number of acres to allocate to population and job growth. Planning assumptions are based on OFM numbers and direction from the Board of County Commissioners.

Planning assumptions for the 1994, 2004 and 2007 plan updates are shown in Table 1.

**Table 1: Planning Assumptions: 1994, 2004, and 2007**

Assumption	1994	2004	2007
OFM Range	356,873 – 416,071	453,280 – 571,061	476,692 – 625,316
20-Year Population Projections	416,071	517,741	584,310
Planned population growth	123,000	147,278	192,635
Urban/Rural population growth split	81/19	90/10	90/10
Assumed Annual population growth rate	2.35%	1.69%	2.2% (2004-2010), 2% (2011-2024)
Housing type ratio	60% single family, 40% multifamily	75% single family, 25% multifamily	75% single family, 25% multifamily
Persons per Household	2.33	2.69	2.59
New jobs	58,100	84,203	138,312
Average jobs to population ratio	1:2.11	1:1.75	1:1.39
Market Factor	25%, residential and commercial; 50%, industrial	0%, residential; 25%, business park and commercial; 50%, industrial	10%, residential; 0% for commercial, business park and industrial

Source: 20-Year Comprehensive Growth Management Plan

## 2013 Vacant lands inventory

To determine how much land should be added during an update to accommodate projected growth, the county must assess how much buildable land exists compared with projected needs. The Department of GIS recently completed running its annual vacant lands model. The 2013 results indicate urban growth areas contain the following vacant buildable lands:

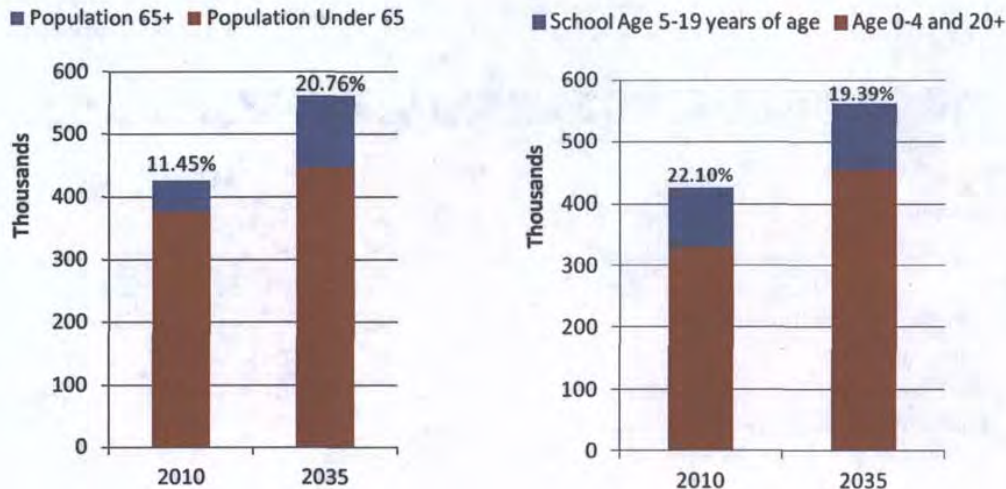
<sup>1</sup> Jobs/acre assumption is not a GMA requirement. GMA does require that we have enough land for jobs.

- 8,037 net residential acres with a capacity of 147,742 residents.
- 3,109 net acres of commercial lands with employment capacity of 62,180, at 20 jobs per acre.
- 3,587 net acres of industrial land with an employment capacity of 32,283, at 9 jobs per acre.
- Employment capacity of vacant lands in all county urban growth areas is 94,463<sup>2</sup>

## Clark County demographic trends

Several changes (figures 1 and 2 below) in demographic trends indicate a need to review and reconsider planning assumptions for annual population growth forecasts and the number of commercial and industrial jobs per acre. A review will better position the county to analyze what the assumptions mean for OFM's new 2035 growth population forecast.

**Figure 1. Percent of Population Over Age 65. Figure 2. Percent of Population Aged 5-19**



Source: OFM Growth Management population projections for counties: 2010 to 2040

These changes include (Source: OFM Growth Management population projections for counties: 2010 to 2040):

- Population aged 65 and over is increasing: 11.45% of Clark County population in 2010; 20.76% by 2035
- Population ages 5 to 19 is decreasing: 22.10% of Clark County population in 2010; 19.39% by 2035
- Net-migration (population in and out) to Clark County has slowed, from a high of 10,476 in 1997-98; averaging over 7,900 a year between 1995 and 2005; slowing down to an average of about 2,500 a year between 2005 to 2012 (Source: OFM Migration Population, population change, births, deaths, and residual migration 1960 to 2012 by county by year).

<sup>2</sup> Total potential jobs not captured by the vacant lands model increase the capacity for jobs on vacant lands by 16,775 (jobs from redevelopment), and 6,600 public sector jobs, thus increasing the total potential job capacity from 94,458 to 117,833.

- Number of residential building permits has dropped: 5,100 permits issued in 1994; 958 in 2011; 1,523 in 2012) (Source: Clark County Department of GIS)

## Clark County population and employment projections

The current Comprehensive Growth Management Plan population projections estimate there will be 584,310 persons in Clark County by 2024. In 2012, OFM revised the 2035 projections using the 2010 U.S. Census as a base year to reflect the 2007 economic recession, and OFM's medium population estimate for Clark County for 2035 is 562,207, just slightly slower than the existing 2024 population projection. Table 2 provides a summary of population projections.

**Table 2: Summary of Population Projections for 2024, 2035 and 2040.**

	Clark County GMA Comp Plan (2007)	OFM Medium (2012)	OFM Medium (2012)
	2024	2035	2040
Base Year	2004	2010	2010
Population	584,310	562,207	585,137
Household	225,602	217,068	225,922
	2% overall - 2.2% for first six years	1.12	1.06
Population Annual Growth Rate			
Employment	230,000	168,700	175,600
Jobs/Household	1:1.01	1:0.78	1:0.78
Employment Annual Average Growth Rate from 2010	2.0%	1.2%	1.1%

Source: 20-Year Comprehensive Growth Management Plan, OFM and Washington Employment Security Department

According to an analysis by the Washington Employment Security Department, Regional Economist Scott Bailey, the OFM population growth projections imply that employment will grow to 175,600 in 2035 from the current (as of 2012). For this scenario, he assumed the following:

- Population is based on the OFM intermediate growth projections of 585,137 persons using a 1.1% average annual population growth rate.
- January 2013 unemployment rate in Clark County was 11.4%.
- County labor force will be roughly 266,000 in 2035.
- The 2035 unemployment rate will be 5.5 percent, there will be about 251,370 employed county residents.
- If the current 32% of resident workers travel outside of Clark County, then there will be about 170,932 non-farm jobs in the county.
- If the number of resident workers traveling outside of Clark County shrinks to 22.5%, then there would be approximately 194,912 jobs in the county. The additional jobs depend largely upon land

use and transportation policies, and the amount of land that is zoned and serviced for industrial and commercial uses, free of impediments like wetlands.

### The 2035 OFM population projections

As stated above, OFM cooperates with local jurisdictions to prepare and periodically update state and county population projections for growth management planning purposes. OFM provides a low, medium and high series of projections based on particular assumptions. The medium series is considered the most likely because it is based on assumptions validated by past and current information.

Given the recent economic downturn, changing demographics and lower than anticipated growth rates, OFM published new, lower growth projections for 2035 for Washington counties. The new 2035 OFM medium population projection for Clark County is contained in Table 3. Community Planning is proposing to use this updated OFM 2035 medium population projection in a Comprehensive Plan update for 2016.

Table 3 allows comparisons of the OFM projections to prepare for scoping of a 2016 Comprehensive Growth Management Plan update. The new 2035 employment and household forecasts are based on the population projection.

**Table 3. Clark County Demographics; Base Year and Comparative Forecasts**

	Clark County GMA Comp Plan	OFM Low	OFM Medium	OFM High
	2024	2035	2035	2035
Base Year	2004	2010	2010	2010
Population	584,310	459,617	562,207	681,135
Households*	225,602	177,458	217,068	262,986
Average Annual Exponential Growth Rate for Population	2% overall - 2.2% for first six years			
Employment	230,000	137,900	168,700	204,400
Jobs/Household	1:1.01	1:0.78	1:0.78	1:0.78
Employment Annual Average Growth Rate from 2010	2.0%	0.4%	1.2%	1.9%

Source: 20-Year Comprehensive Growth Management Plan, OFM, and Washington Employment Security Department  
 Note: \*based on assumption of 2.59 people per household

### Timeline

A proposed draft timeline for the Comprehensive Growth Management Plan Review is in Table 6 below:

<b>Table 6. Proposed Comprehensive Growth Management Plan Review Timeline and Topics</b>	
BOCC Meeting	
July 17,	Kickoff: purpose, background, next steps

August	Begin coordination with local jurisdictions on focus of the plan update
January 2014	Present scope of work, and begin working on the 2015 Buildable Lands Report

## NEXT STEPS

Community Planning staff will work with local jurisdictions to:

- Review Washington State Department of Commerce expanded checklist for comprehensive plans to help determine actions needed to update the Comprehensive Growth Management Plan by 2016.
- Reorganize the Comprehensive Growth Management Plan document to make it more simple, clear and readable. Review countywide planning policies.
- Develop a scope of work with timelines and a public participation plan.

# Clark County Comprehensive Plan 2016 Update

Planning for growth 2015 – 2035  
Population and Job Projections – Issue Paper 2

## Purpose

This memorandum provides the Board of Clark County Commissioners (BOCC) the background information for a discussion with local cities and the Town of Yacolt on population and job planning assumptions for 2016 through 2035.

## Background

Clark County and its cities are required to periodically review and update their comprehensive plans and development regulations. The Washington State Growth Management Act (GMA) requires that counties and cities complete such a review at least every eight years (RCW 36.70A.130). Clark County adopted comprehensive plans in 1994, 2004, and 2007. The 2007 update covers the time period 2004-2024. At that time, 2014 was the deadline for completing the next update. However, due to the recent economic downturn, the State Legislature adopted a revised schedule extending the deadline for completion of Clark County's next update to June 30, 2016.

In "Issue Paper 1 - Comprehensive Plan Overview", Community Planning presented a summary of the county's Planning Assumptions, the 2013 vacant lands inventory and population and employment projections. This Issue Paper will focus on Population projections for the 2016-2035 planning horizon.

The intent of the 2016 update is to ensure that the county and its cities have enough land included in urban growth areas (UGAs) to accommodate 20 years of population and employment growth through 2035. Not only are the UGAs sized to accommodate a 20-year supply of housing, but also the full range of services that accompany urban development, including medical, public service, institutional, industrial, commercial, service, and retail uses. In addition, this growth must be supported by the necessary infrastructure and public services. In the existing plans, the county and its cities have identified the appropriate levels of service necessary to accommodate the increase in population and jobs. Any improvements needed to maintain these levels of service especially for "hard concurrency" items must be identified and programmed for funding concurrent with any increase in population.

## Population Allocation Considerations

Regulations adopted by the Washington State Department of Commerce are intended to guide local governments in making population allocation decisions. Specifically, WAC 365-196-310 identifies a number of factors applicable to allocating projected growth:

1. *Population projections available from the Washington State Office of Financial Management*
2. *Historical growth trends and factors that could alter those trends in the future*
3. *Provision of public facilities*
4. *Land supply limitations*
5. *Economic trends and employment*
6. *Projected need for residential, commercial, and industrial lands*

## 1. Population Projections

In determining the size of UGAs, counties are required to utilize the official population projections issued by the Washington State Office of Financial Management (OFM). These projections include three distinct ranges; low, medium, and high. The population projections are prepared for a 20- year time period with an incremental update every 5 years. . Given the recent economic downturn, changing demographics, and lower than anticipated growth rates, the Washington State Office of Financial Management (OFM) published new, lower growth projections for 2035. The most recent projections by OFM were released on May 31, 2012. The Clark County population projections for 2035 are:

HIGH	681,135
<b>MEDIUM</b>	<b>562,207</b>
LOW	459,617

(Source: <http://ofm.wa.gov/pop/gma/>)

In accordance with RCW 43.62.035, the **medium** range represents OFM's most likely estimate of a county's population. The RCW says in part: "the middle range shall represent the office's estimate of the most likely population projection for the county". Within each county, population planning targets for cities, towns, and unincorporated areas are worked out among the affected local jurisdictions as part of the regional, city and county planning process. Clark County, its cities and town have adopted the Community Framework Plan (vision for growth) and Countywide Planning Policies (CWPP) to guide the development of the 20 -year plan.

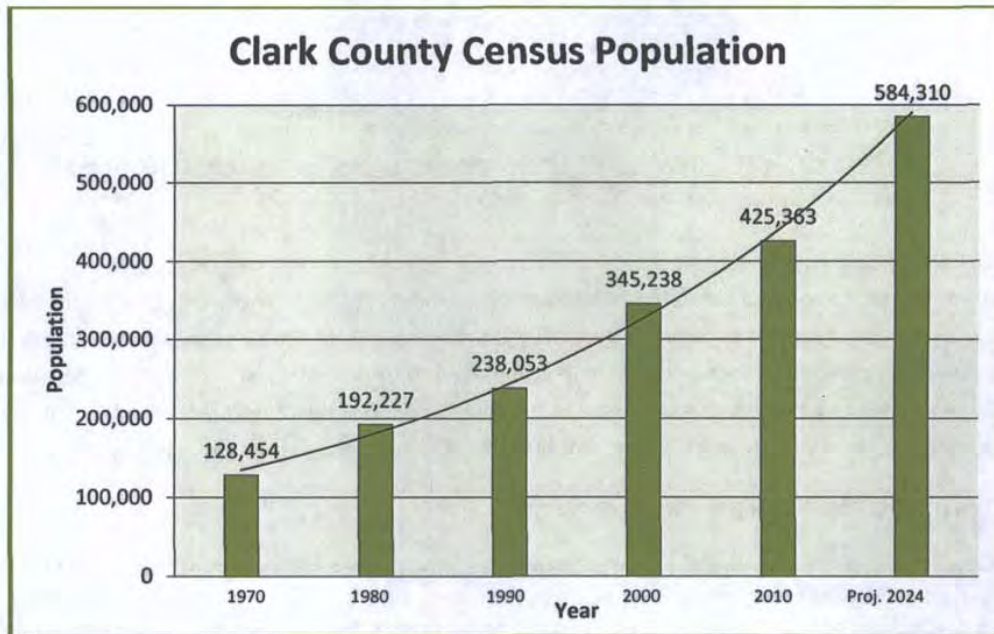
Choosing an appropriate population projection range is extremely important. Selecting a range that is too high or too low can lead to serious challenges. For example, because UGAs are sized in accordance with the adopted population range, choosing a range that underestimates the rate of population growth can lead to UGAs that are too small, a shortage of developable land and artificially inflated housing and land prices. Alternatively, selecting a range that overestimates the rate of population growth can require costly and unnecessary infrastructure upgrades. Because the GMA requires local governments to develop detailed funding plans for urban services, selecting a range that is too high can result in premature or unnecessary and wasteful infrastructure spending.

## 2. Employment Projections

The GMA does not require local jurisdictions to plan for any particular number of jobs. Identifying lands for jobs, however, is an important consideration in sizing of UGAs. The county has historically used a "jobs to population" ratio that is informed by U.S. census data and state employment information from the Washington Employment Security Department. The 2007 comprehensive plan assumption is 1:1.39 for future growth.

## 3. Historical Growth Trends

Clark County has historically experienced healthy population increases. We typically rank as the first or second fastest growing county in the Portland/Vancouver metropolitan area. In the last decade alone, the county's population has increased by 23 percent. The following shows the county's census population from 1970 through 2010 and the adopted population projection for 2024.



The 20 year Comprehensive Plan (2007-2024) established a population projection of 584,310 by 2024, which was about midway between the OFM medium and high projections.

#### 4. Provision of Public Facilities

As noted earlier a full range of services must accompany urban development. Each jurisdiction and service provider prepares a 20 year Capital Facility Plan (CFPs) based on the population forecasted. The facility plans include the necessary improvements projected to be needed and identifies funding sources. Since the adoption of the 2007 plan, Clark County was hard hit during the recession. Revenue forecasts are down and population projections are lower than anticipated. All jurisdictions and service providers have reviewed their CFPs.

The BOCC has had numerous discussions on how best to service the unincorporated Vancouver Urban Growth Area. Acting in the capacity of a city relative the size of Vancouver, the county provides urban services such as transportation, stormwater treatment, law enforcement, and parks.

- a. **Transportation:** The Board has determined that the preservation of our road system is the first priority. Safety, intersection improvements to satisfy concurrency and jobs; focused improvements are the next priorities.
- b. **Stormwater:** The county will continue to meet its obligations under the NPDES permit issued by the Washington Department of Ecology under the mandates of the Federal Clean Water Act.
- c. **Law enforcement:** Demand for law enforcement services is directly related to the population (number of households) and the amount of developed commercial/industrial acreage for the area. Most of the growth in the county has occurred in the unincorporated, largely urban sections of the county. This is not likely to change in the near term. As a result,



the Clark County Sheriff's Office has experienced the greatest increase in demand/need for services.

- d. Parks: The Board has determined that the county should operate and manage a separate park system rather than a joint system with the City of Vancouver. In doing so, the Board is committed to completion of the remaining parks, sports fields and trails identified in creation of the Greater Metropolitan Parks District.

## 5. Land Supply Limitations

The county uses a Vacant and Buildable Lands Inventory model (VBLM) to verify that the urban growth boundaries include the land necessary to support the urban portion of the 20-year jobs and population projection. A percentage of population growth is allocated to rural areas. The 2007 Comprehensive Plan assumed that 10% of population would occur in the rural areas. The VBLM uses GIS based land analysis and data-driven assumptions to determine the capacity of urban lands to accommodate growth.

## 6. Economic Trends and Employment

Clark County employment in manufacturing, distribution, and related sectors drives the market for industrial space. Though job gains are expected in the transportation/warehousing and wholesale trade sectors, the Bureau of Labor Statistics has forecast a loss of more than 1.5 million U.S. manufacturing jobs between 2006 and 2016. Some job losses are the natural result of automation as employers substitute capital for labor. Outsourcing of local jobs to other states and/or countries contributes to the loss of jobs, especially in manufacturing. But job losses, coupled with continued turmoil in financial markets, will not bode well for businesses making capital investments.

## 7. Residential, Industrial, and Commercial Needs

To determine how much land is needed during an update to accommodate projected growth, the county must assess how much buildable land exists compared with projected needs. The Department of GIS recently completed running its annual vacant lands model. The 2013 results indicate urban growth areas contain the following vacant buildable lands:

- 8,037 net residential acres with a capacity of 147,742 residents.
- 3,109 net acres of commercial lands with employment capacity of 62,180, at 20 jobs per acre.
- 3,587 net acres of industrial land with an employment capacity of 32,283, at 9 jobs per acre.

Thus, employment capacity of vacant lands in all county urban growth areas is 94, 463. There are other potential jobs not captured by the vacant land model, such as jobs from redevelopment and public sector jobs. It is important to note that as a result of challenge of the 2007 plan and the appeals process, the rezoning of about 1,600 acres of agricultural land to industrial was ruled invalid. The county removed those lands from urban growth areas and reinstated the lands as agriculture. Of the total, about 1,500 acres had been zoned for employment lands.

## Discussion Items

Consider adopting OFM Medium population forecast of 562,207

1. Matches the RTC regional forecasts.
2. In keeping with the current demographic trends, adjust if necessary at the 2016 update.
3. Reduces the burden on public services.
4. Streamlines the approach to comply with an unfunded mandate.
5. Maintains existing urban growth areas.
6. Targets rezones to allow for 22,103 fewer people and more jobs than in the other projections.
7. Prepares the county to be more self-reliant for the next growth curve.

## Next Steps

The Board needs to adopt a countywide population and jobs projections. Employment and household projections are based on the population projection. Once the countywide population and jobs projections are determined, the next step is to collaborate with the cities in setting the population and job planning assumptions (allocation) for each jurisdiction for approval by the Board.



**Expanded Comprehensive Plan Checklist**

A Technical Assistance Tool From Growth Management Services – update: July 2013

<p><b>Instructions:</b> This checklist is intended to help jurisdictions update their comprehensive plan, as required by RCW 36.70A.130(4 &amp; 5). We encourage but do not require jurisdictions to complete the checklist and return it to Growth Management Services (GMS). This checklist is for local governments fully planning under the Growth Management Act (GMA), not for those planning for resource lands and critical areas only. For general information on update requirements, refer to <i>Keeping your Comprehensive Plan and Development Regulations Current: A Guide to the Periodic Update Process under the Growth Management Act</i> and WAC 365-196-610.</p> <p><b>Bold items are a GMA requirement.</b> Other items may be requirements of other state or federal laws, best practices, or ideas to consider. Highlighted items are links to Internet sites. Dates are included for recent additions or amendments to the GMA. If you have questions, call GMS at (360) 725-3066.</p>	<p><b>Checklist Topics:</b></p> <table> <tr><td>Land Use</td><td>1</td></tr> <tr><td>Housing</td><td>6</td></tr> <tr><td>Capital Facilities</td><td>7</td></tr> <tr><td>Utilities</td><td>10</td></tr> <tr><td>Rural</td><td>10</td></tr> <tr><td>Transportation</td><td>11</td></tr> <tr><td>Economic Development</td><td>14</td></tr> <tr><td>Park and Recreation</td><td>15</td></tr> <tr><td>Shoreline</td><td>16</td></tr> <tr><td>Essential Public Facilities</td><td>16</td></tr> <tr><td>Optional Elements</td><td>17</td></tr> <tr><td>Consistency</td><td>17</td></tr> <tr><td>Public Participation</td><td>17</td></tr> </table>	Land Use	1	Housing	6	Capital Facilities	7	Utilities	10	Rural	10	Transportation	11	Economic Development	14	Park and Recreation	15	Shoreline	16	Essential Public Facilities	16	Optional Elements	17	Consistency	17	Public Participation	17
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<p><b>1. The Land Use Element</b> should be consistent with countywide planning policies (CWPPs) and RCW 36.70A.070(1), and should consider , WAC 365-196-400, WAC 365-196-405, WAC 365-196-300 through 345</p>		
<p>a. The element integrates relevant county-wide planning policies into the local planning process, and ensures local goals and policies are consistent. For jurisdictions in the Central Puget Sound region, the plan is consistent with applicable multicounty planning policies. WAC 365-196-305</p>	<p><input checked="" type="checkbox"/> Consistency with countywide planning policies <input type="checkbox"/> Consistency with multicounty planning policies, where applicable</p>	<p>No action needed* *means this element/provision of the plan is not inconsistent with the RCW. The County will improve, clarify, etc. where appropriate during this update.</p>
<p>b. The element includes a future land use map (or maps). Maps fulfill the requirement to show the general distribution of land, where appropriate, for agriculture, timber production, housing, commerce, industry, recreation, open spaces, general aviation airports, public utilities, public facilities, and other land uses. RCW 36.70A.070(1) and WAC 365-196-400(2)(d) <b>The future land use map shows city limits and urban growth area (UGA) boundaries.</b> RCW 36.70A.110(6), RCW 36.70A.130, WAC 365-196-310 and WAC 365-196-405(2)(i)(ii).</p>	<p><input checked="" type="checkbox"/> Land use map</p>	<p>Update maps as necessary to reflect revisions.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>c. <b>The Land Use Element includes population densities, building intensities, and estimates of future population growth.</b> RCW 36.70A.070(1) WAC 365-196-405(2)(i) suggests including a table with the range of dwelling units per acre allowed in each land use designation and implementing zone as a projection of existing and projected development capacity.</p> <p>The plan should also indicate the population for which it is planning, which should be consistent with the Washington Office of Financial Management's forecast for the county or the county's sub-county allocation of that forecast, and should be the same for all comprehensive plan elements, and is. If OFM population projection is not used, the plan includes the rationale for using another figure. RCW 43.62.035 and WAC 365-196-405(f)</p> <p>Counties should indicate the percentage of county-wide population growth allocated for urban growth areas. This allocation should be consistent with GMA goals of encouraging urban growth in urban areas, reducing sprawl, and ensuring public facilities and services are efficiently provided. WAC 365-196-405 (f)</p>	<p><input checked="" type="checkbox"/> Population projection uses latest forecast</p> <p>Page 1-4 shows OFM population projections adopted in 2007.</p> <p>Page 1-4 indicates approximately 90% of population is expected to occur in urban growth areas.</p>	<p>Update Table 1.2 to the new 2035 OFM medium population projection also update tables and text in Chapter 1 as necessary to reflect new OFM forecast.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>d. <b>Urban densities and urban growth areas (UGAs) have been reviewed.</b> RCW 36.70A.130(3)(a), (5), and (6) and WAC 365-196-310(2)</p> <p>By definition, urban growth areas all incorporated lands in cities and town, and unincorporated urban growth areas designated by a county. A review should be completed as part of the 8-year update under RCW 36.70A.130. Review WAC 365-196-310(2) for suggestions on evaluating and designating UGAs. Supporting information should include: selected population growth forecast scenario RCW 43.62.035; population allocation and percentage of land devoted to urban, rural, and resource uses (counties) RCW 36.70A.070(1); land capacity analysis for UGAs, ability to provide urban services. RCW 36.70A.110, CWPPs and WAC 365-196-310.</p> <p>There should be a coordinated approach to planning for development in urban growth areas, especially among adjacent jurisdictions. WAC 365-196-330 Urban growth areas (incorporated or not) must plan for urban densities and urban services. If a county designates a fully contained community (FCC), part of the county's population allocation should be reserved for the FCC. RCW 36.70A.350(2) If a potential UGA expansion area is within the 100-year flood plain of major western Washington rivers, consider RCW 36.70A.110(8).</p>	<p><input checked="" type="checkbox"/> UGA review (required every 8 years)</p> <p>County's UGA review was completed in 2007. Next review proposals by cities will be 2016.</p> <p>Page 1-4, table 1.2 shows population growth and allocation.</p> <p>Page 1-3, table 1.1 shows land devoted to urban, rural and resource uses.</p> <p>Page 1-21 discusses land use planning and coordination between in growth areas and between jurisdictions.</p>	<p>Update table 1.3 and 1.4 to the new 2035 OFM medium population projection.</p> <p>Complete June 2015 Buildable Lands Report to rely on the land capacity analysis for UGAs.</p> <p>Update if needed.</p>
<p>e. <b>If a buildable lands analysis shows measures needed to ensure appropriate densities, such measures have been adopted.</b> RCW 36.70A.215 and WAC 365-196-315 <i>The Buildable Lands Program Guidelines</i> includes a list of measures.</p>	<p><input checked="" type="checkbox"/> Reasonable measures adopted if needed</p>	<p>Adopt reasonable measures if needed.</p>
<p>f. <b>The element considers planning approaches that increase physical activity, such as neighborhood commercial nodes to allow walking and cycling to local services, transit- or pedestrian-oriented development, linear parks and trail networks, and siting schools and other public facilities within neighborhoods to allow easy walking</b> RCW 36.70A.070(1) and WAC 365-196-405 (2)(j)</p>	<p><input checked="" type="checkbox"/> Planning for physical activity</p> <p>Highway 99 Sub-Area plan p. 1-27, and Bicycle and Pedestrian Plan.</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p><b>g. Lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, stormwater management facilities, recreation, schools, and other public uses are identified. RCW 36.70A.150</b></p> <p><b>RCW 36.70A.150 requires that a prioritized list of acquisitions be developed. [The list need not be part of the comprehensive plan.] RCW 36.70A.150 and WAC 365-196-340</b></p>	<p><input checked="" type="checkbox"/> Public use lands Utility corridors, p. 6-18. Identifies providers and Utility policies on p. 6-27.</p> <p>The following sections contain Goals and policies: Transportation CH. 5 p. 5-36 to 5-42.</p> <p>Capital Facilities Element CH. 6 includes landfills, sewage treatment facilities, stormwater and management facilities p. 6-21 to 6-29.</p> <p>Parks CH. 7 p. 7-14 to 7-20., and Schools CH. 10 p. 10-7 to 10-10.</p> <p>County land needs are listed in the County's Capital Facilities Plan.</p>	<p>NONE NEEDED.</p>
<p><b>h. Open space corridors within and between urban growth areas, including lands useful for recreation, wildlife habitat, trails, and connection of critical areas are identified. RCW 36.70A.160 and WAC 365-196-335</b></p>	<p><input checked="" type="checkbox"/> Open space corridors Open Space Corridors Map see Figure 27.</p> <p>Framework Plan Policy, 7.1.0 for open space, p. 12. County-wide Planning Policy 3.0.2, p. 3-14.</p> <p>Included in CH. 7 Parks, Recreation, and Open Space. Goals and policies on open space, p. 7-17.</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>i. <b>If an airport is within or adjacent to the jurisdiction, the plan includes policies, land use designations, and zoning to discourage the siting of incompatible uses adjacent to general aviation airports.</b> RCW 36.70.547 and WAC 365-196-455</p> <p>See <a href="http://www.wsdot.wa.gov/aviation/Planning/default">www.wsdot.wa.gov/aviation/Planning/default</a> for guidance. Any planning adjacent to or within the “imaginary surface” areas of general aviation airports must consult with the Aviation Division of WSDOT.</p>	<p><input checked="" type="checkbox"/> No incompatible uses near airports Multi-modal System Policy 5.2.5 requires compatibility with surrounding uses. Identified as an implementation strategy to work with WSDOT Transportation Division.</p> <p><input type="checkbox"/> WSDOT notified</p>	<p>Update aviation section of CH. 5, Transportation Element.</p>
<p>j. <b>If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, the plan must include policies, land use designations, and consistent zoning to discourage the siting of incompatible uses adjacent to military base.</b> RCW 36.70A.530(3) and WAC 365-196-475</p> <p>See Map of U.S. bases to help make determination of applicability. <b>If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.</b></p>	<p><input checked="" type="checkbox"/> No incompatible uses near US DoD bases</p> <p><input type="checkbox"/> Base commander notified NA</p>	<p>NONE NEEDED.</p>
<p>k. <b>Where applicable, the Land Use Element includes a review of drainage, flooding, and stormwater run-off in the area and nearby jurisdictions and provides guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state.</b> RCW 36.70A.70(1); WAC 365-196-405(2)(c) RCW 90.56.010(26) defines waters of the state.</p> <p>Jurisdictions subject to U.S. Environmental Protection Agency (EPA) National Pollution Discharge Elimination System (NPDES) Phase 1 and Phase 2, should comply with all permit requirements.</p> <p>All local governments are also encouraged to:</p> <ul style="list-style-type: none"> <li>• <b>Adopt the State Department of Ecology’s Stormwater Manual for Eastern or Western Washington or the equivalent.</b></li> <li>• <b>Incorporate relevant land-use recommendations from adopted local watershed plans.</b> <a href="http://www.ecy.wa.gov/watershed/index.html">www.ecy.wa.gov/watershed/index.html</a>.</li> <li>• <b>Adopt a clearing and grading ordinance if not already existing (See Technical Guidance Document for Clearing and Grading in Western Washington).</b></li> </ul>	<p><input checked="" type="checkbox"/> Stormwater planning</p> <p>Storm water ordinance</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>i. <b>Critical areas are designated</b> RCW 36.70A.170 and WAC 365-190-080 <b>Best available science (BAS) is used 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.</b> RCW 36.70A.172 and WAC 365-195-900 through 925</p> <p>Plan policies should address the five critical areas listed in RCW 36.70A.030(5) (a) wetlands; (b) areas with a critical recharging effect on aquifers used for potable water; (c) fish and wildlife habitat conservation areas; (d) frequently flooded areas; and (e) geologically hazardous areas. See Critical Areas Assistance Handbook(2007) and Small Communities Critical Areas Ordinance Implementation Guidebook (2007). Follow the process in WAC 365-195-915 to document decisions.</p> <p><b>Endangered Species:</b> If there are anadromous fisheries, or if the jurisdiction affected by an Endangered Species Act (ESA) 4(d) rule, the comprehensive plan should contain policies guiding decisions which may impact listed species. Special consideration may include:</p> <ul style="list-style-type: none"> <li>• Revisions to zoning to protect habitat</li> <li>• Revisions to the location of planned capital facilities</li> <li>• Revisions to stormwater regulations or clearing and grading ordinances</li> </ul> <p>Establishment or maintenance of monitoring programs to ensure that habitat is being maintained, See <u>WAC 365-195-920.</u></p>	<p><input checked="" type="checkbox"/> BAS used to designate and protect critical areas</p> <p>County-wide Planning Policies and County 20-Year Planning Policies (p. 1-20 – 1-30), and the Environmental Element, p. 4-16 to 4-21.</p>	<p>NONE NEEDED.</p>
<p>k. <b>Critical Aquifer Recharge Areas:</b>(Required if jurisdictions draw groundwater for potable water or need to manage threats to exempt wells.): WAC 365-190-100</p> <ul style="list-style-type: none"> <li>• <b>The plan protects the quality and quantity of ground water used for public water supplies.</b> RCW 36.70A.070(1) See Ecology's guidance on <i>Critical Aquifer Recharge Areas (CARAs)</i></li> <li>• For water quality, policies and implementing regulations should regulate hazardous uses in critical aquifer recharge areas (CARAs) and protect wellhead areas. See Ecology's Groundwater Quality Information</li> <li>• For water quantity, policies and implementing regulations should limit impervious surfaces, encourage water conservation measures, and consider Water Resource Inventory Assessment (WRIA) plans. See Ecology's Stormwater Programs for more information.</li> </ul>	<p><input checked="" type="checkbox"/> CARAs protect water quality and quantity</p> <p>Figure 6</p> <p>CCC Chapter 40.410</p>	<p>NONE NEEDED.</p>



Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p><b>i. Natural Resource Lands (NRLs) designated and conserved:</b> RCW 36.70A.170 RCW 36.70A.060 NRLs include forest, agricultural, and mineral resource lands. See process to classify and designate at WAC 365-190-040.</p> <p><b>If forest or agricultural lands of long-term commercial significance are designated inside UGAs, they must be subject to transfer and/or purchase of development rights (TDR, or PDR).</b> RCW 36.70A.060(4)</p>	<p><input type="checkbox"/> TDR or PDR program for forest or agricultural lands inside UGAs</p> <p>Page 3-26 lists develop PDR or TDR program as a Strategy for Resource lands.</p>	<p>NONE NEEDED.</p>
<p><b>m. Designate and Conserve Forest Resource Land:</b> RCW 36.70A.170 RCW 36.70A.060 Forest land is defined at RCW 36.70A.030(8). Review WAC 365-190-060 for recommendations on forest lands.</p>	<p><input checked="" type="checkbox"/> Forest lands designated</p> <p>Figure 21.</p> <p>Discussed on p. 3-6.</p> <p>Forest Resource Lands are not in Urban Growth Areas.</p>	<p>NONE NEEDED.</p>
<p><b>n. Designate and conserve agricultural resource lands (ARLs):</b> RCW 36.70A.170 and RCW 36.70A.060</p> <p>ARLs are defined at RCW 36.70A.030(2). See WAC 365-190-050 for recommendations to designate, and WAC 365-196-815 to protect agricultural lands. Land use and policies should discourage incompatible uses around natural resource areas.</p> <p>RCW 36.70A.177(3) includes innovative techniques to conserve agricultural land and permitted accessory uses.</p>	<p><input checked="" type="checkbox"/> Agricultural lands designated</p> <p>Figure 22.</p> <p>CCC 40.210.010</p> <p><input checked="" type="checkbox"/> Limit accessory uses on agricultural lands</p>	<p>NONE NEEDED.</p>
<p><b>o. Designate mineral resource lands:</b></p> <p>RCW 36.70A.131 requires consideration of new information including data available from the Department of Natural Resources relating to mineral resource deposits when reviewing mineral resource land designations. Minerals defined in RCW 36.70A.030(11) to include sand, gravel and valuable metallic substances. See WAC 365-190-070 for guidance on designation.</p>	<p><input checked="" type="checkbox"/> Review mineral resource lands</p> <p>Figure 23.</p>	<p>See updated policies and CCC Chapter 40.250</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>p. <b>Development outside UGAs: If applicable, development planned outside UGAs must be consistent with the following:</b></p> <p>Major industrial development: RCW 36.70A.365 and WAC 365-196-435</p> <p>Master planned development: RCW 36.70A.367 and WAC 365-196-470</p> <p>Master planned resorts RCW 36.70A.360, RCW 36.70A.362, and WAC 365-196-460</p>	<p><input checked="" type="checkbox"/> If applicable, development outside UGA consistent with RCW</p> <p>Policy 1.6.6, p. 1-30</p> <p>Policy 9.1.13, p. 9-9 allows master planned development outside urban growth areas.</p> <p>Page 9-11 lists environmental quality policies.</p>	<p>NONE NEEDED.</p>

<p><b>2. The Housing Element</b> is intended to ensure the vitality and character of established residential neighborhoods, encourage the availability of affordable housing to all economic segments of the population, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. It should be consistent with relevant CWPPs, RCW 36.70A.070(2), and should consider WAC 365-196-410.</p>		
<p>a. <b>Include an inventory of existing housing units and an analysis the number (and type) of housing units necessary to provide for projected growth over the planning period.</b> RCW 36.70A.070(2)(a) and WAC 365-196-410(2)(b) and (c) and <i>Commerce's Assessing Your Housing Needs (1993, Updated by March 2013)</i></p>	<p><input checked="" type="checkbox"/> Inventory of existing housing and projected housing needs using latest population projection</p>	<p>Update inventory of existing housing and an analysis on the number and type of housing units necessary for growth over the planning period.</p>
<p>b. <b>Include goals, policies, and objectives for the preservation, improvement, and development of housing.</b> RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a).</p>	<p><input checked="" type="checkbox"/> Goals, policies for housing</p> <p>See Housing Element, p. 2-29 to 2-29.</p>	<p>NONE NEEDED.</p>
<p>c. <b>Identify 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.</b> RCW 36.70A.070(2)(c)</p>	<p><input checked="" type="checkbox"/> Sufficient land for housing is identified.</p>	<p>Update text and tables as needed.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
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<p>d. <b>Provisions for existing and projected housing needs of all economic segments of the community.</b> RCW 36.70A.070(2)(d)</p> <p>Affordable housing is defined as when the total housing costs, including basic utilities, does not exceed 30 percent of the income limit (for renters, 50 percent or less of the county median family income, adjusted for family-size, and for owners, 80 percent or less of the county median family income, adjusted for family size for owners). WAC 365-196-410(e)(i)(C) (I-V)</p> <p>WAC 365-196-410(2)(e)(iii) recommends an evaluation of the extent to which the existing and projected market can provide housing at various costs and for various income levels, and an estimation of the present and future populations that would require assistance to obtain housing they can afford. This section should also identify existing programs and policies to promote adequate affordable housing and evaluate their effectiveness.</p> <p><i>If</i> enacting or expanding affordable housing programs under RCW 36.70A.540, the plan should identify certain land use designations where increased residential development will assist in achieving local growth management and housing policies. Examples include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed use projects.</p>	<p><input checked="" type="checkbox"/> Affordable housing planned</p> <p>P. 2-7 discusses definitions of income groups and identifies the number of households in each group.</p> <p>P. 2-8 discussed the percent of income spent on housing.</p> <p>Special housing needs are identified in pages 2-9 to 2-11.</p> <p>Policy 2.3.7 address housing needs of low-income.</p> <p>Policy 2.6.1 discusses funding mechanisms.</p>	<p>Update text and tables as needed.</p>
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**3. The Capital Facilities Plan (CFP) Element** must be consistent with county-wide planning policies and RCW 36.70A.070(3), should consider WAC 365-196-415, and should serve as a check on the practicality of achieving other elements of the plan. This element should cover all the capital facilities planned, provided, and paid for by public entities including to local government and special districts, etc. This should include 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 capital facilities plan element. For additional information see *Making Your Comprehensive Plan a Reality: A Capital Facilities Preparation Guide Washington Department of Community Trade and Economic Development (CTED), 1993.*

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>a. Goals and policies relating to investment in capital facilities, levels of service and regulatory strategies for concurrency to guide decisions. RCW 36.70A.120 and WAC 365-196-415</p>	<p>Community Framework Plan contains Framework Plan Policies. Chapter 6 contains County-wide Planning Policies and County 20-Year Plan Policies Chapter 5 discusses levels of service and concurrency.</p>	<p>NONE NEEDED.</p>
<p>b. <b>Inventory showing the locations and capacities of existing capital facilities owned by public entities</b> RCW 36.70A.070(3)(a) and WAC 365-196-415(2)(a) recommends the inventory include water, sanitary sewer, stormwater, solid waste management, school, park, and recreation facilities, police and fire protection facilities. The element should reference water or other system plans, indicate locations of facilities, and show where systems currently have unused capacity. Public services and facilities are defined in RCW 36.70A.030(12) and (13).</p>	<p><input checked="" type="checkbox"/> Inventory of existing facilities Chapter 6 and Appendix E, Capital Facility Plans Reviews and Analysis contain inventories of Capital Facilities owned by public entities.</p>	<p>Update as needed.</p>
<p>c. <b>Adopted levels of service (LOS)for public services.</b></p>	<p><input checked="" type="checkbox"/> Adopted LOS. Table 6-1, Page 3</p>	<p>Update as needed.</p>
<p>d. <b>Forecast of future needs to maintain adopted levels of service over the planning period.</b> RCW 36.70A.070(3)(b) requires a forecast of future needs, and WAC 365-196-415 (b) recommends the forecast be based on projected population densities, and distribution of growth over the planning period. This section should consider whether the jurisdiction has sufficient water rights, sewage treatment, or other needed public facilities to support the plan's projected 20-year growth. This may also consider system management or demand management strategies to meet forecast need.</p>	<p><input checked="" type="checkbox"/> Forecast of future needs Chapter 6 and Appendix E, Capital Facility Plans Reviews and Analysis contain inventories of Capital Facilities owned by public entities.</p>	<p>Update CFP as needed.</p>
<p>e. <b>Proposed locations and capacities of expanded or new capital facilities.</b> RCW 36.70A.070(3)(c) requires proposed locations and capacities, and WAC 365-196-415 (3)(C) suggests that the phasing schedule in the Land Use Element should dictate when and where capital facilities will be needed over the 20-year life of the plan. Consider if the concurrency ordinance or other mechanisms have been effective in providing public facilities and services concurrent with development</p>	<p><input checked="" type="checkbox"/> Proposed locations and capacities of expanded or new facilities. See b. above</p>	<p>Update CFP as needed.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>f. <b>Six-year plan (at least) to finance planned capital facilities within projected funding capacities, and identifies sources of public money for such purposes.</b> RCW 36.70A.070(3)(d), RCW 36.70A.120 and WAC 365-196-415(c)(i)</p> <p>This CFP should include all public expenditures for capital expenses including water, sewer, transportation, etc. WAC 365-196-415(2)(c)(ii) suggests that the plan be updated at least biennially so that financial planning remains sufficiently ahead of the present for concurrency to be evaluated.</p> <p><b>If impact fees are collected, the public facilities for which money is to be spent on must be included in this element.</b> RCW 82.02.050(4) and WAC 365-196-850</p>	<p><input checked="" type="checkbox"/> Six-year funding plan consistent with comp plan</p> <p>See Six Year Transportation Improvement Program and Clark County Financial Capital Facilities Plan.</p> <p><input checked="" type="checkbox"/> Impact fees used only for projects included in the CFP</p>	<p>Update inventory.</p>
<p><b>Policy to reassess the Land Use Element if probable funding falls short of meeting existing needs and to ensure that the Land Use Element, Capital Facilities Element, and financing plan within the Capital Facilities Element are coordinated and consistent.</b> [RCW 36.70A.070(3)(e) and WAC 365-196-415(2)(d)(iii)(F) recommends that the plan set forth how pending applications for development will be affected while such a reassessment is being undertaken.</p>	<p><input checked="" type="checkbox"/> Land Use reassessment policy included</p> <p>County-wide Planning Policy 6.0.7, p. 6-21.</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
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**4. The Utilities Element** should relate to all services provided, planned for, paid for, and delivered by providers other than the jurisdiction. This should be consistent with relevant CWPPs and RCW 36.70A.070(4), and should consider WAC 365-195-420.

<p>a. <b>The general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical lines, telecommunication lines, and natural gas lines.</b> RCW 36.70A.070(4). WAC 365-195-420 recommends goals and policies relating coordination in construction, permits, utility corridor use and management. Counties and cities should evaluate whether any utilities should be identified as essential public facilities in case of siting difficulties.</p>	<p><input checked="" type="checkbox"/> General location and capacity of existing and proposed facilities</p> <p>Chapter 6, p. 6-5 to 6-20, and Appendix E discuss general location and capacity of existing and proposed facilities.</p>	<p>Update inventory.</p>
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**5. The Rural Element (counties only)** should be consistent with RCW 36.70A.070(5), RCW 36.70A.030(15) through (17), and consider RCW 36.70A.011 and WAC 365-196-425. Rural lands are lands not designated for urban growth, or designated as agricultural, forest, or mineral resource lands. For additional information, see Keeping the Rural Vision: Protecting Rural Character & Planning for Rural Development, 1999.

<p>a. <b>A definition of rural character and rural development consistent with</b> RCW 36.70A.030, (15), (16), and (17). WAC 365-196-425(2) provides suggestions.</p>	<p><input checked="" type="checkbox"/> Definition of rural character</p> <p>Page 3-2.</p>	<p>NONE NEEDED.</p>
<p>b. <b>Allows forestry, agriculture, and a variety of rural densities and uses.</b> RCW 36.70A.070(5) See WAC 365-196-425(3) for examples of rural densities. The plan may include optional techniques such as limited areas of more intensive rural development (LAMIRDs), clustering, density transfer, design guidelines, and conservation easements to accommodate rural uses not characterized by urban growth as specified in RCW 36.70A.070(5)(d). See WAC 365-196-425(5) for innovative zoning techniques.</p>	<p><input checked="" type="checkbox"/> Variety of densities</p> <p>Designations include R-5, R-10, R-20, AG, AG/WL, FR-40, FR-80, RC-1, RC-2.5, CR-1, CR-2, IH, Surface Mining</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>c. <b>A written record explaining how the rural element harmonizes the planning goals and meets the requirements of the Growth Management Act.</b> RCW 36.70A.070(5)(a). WAC 365-196-425(1) A county may consider local circumstances in establishing patterns of rural densities and uses, but must develop a written record of the rural element harmonizes the planning goals and meets the requirements of the act.</p>	<p><input checked="" type="checkbox"/> A written record relating to rural character Community Framework Plan, 3.0 Rural and Natural Resource Element. County 20-Year Plan Policies, Rural Lands</p>	<p>NONE NEEDED.</p>
<p>d. <b>A definition of rural governmental services needed to serve the permitted densities and uses, and a policy that limits urban services in rural areas</b> RCW 36.70A.110(4). RCW 36.70A.030((17) and WAC 365-196-425(4) recommends some definitions of rural services and provides suggestions for appropriate level of service standards.</p>	<p><input checked="" type="checkbox"/> Definition of rural services Goals and policies on p. 3-14 to 3-19.</p>	<p>NONE NEEDED.</p>
<p>e. <b>Measures protecting rural character.</b> RCW 36.70A.070(5)(c) Measures include containing/controlling development, assuring visual compatibility, reducing inappropriate conversion to low-density sprawl, protecting critical areas, and protecting against conflicts with natural resource lands.</p>	<p><input checked="" type="checkbox"/> Measures to protect rural character Goals and policies on p. 3-14 to 3-19.</p>	<p>NONE NEEDED.</p>
<p>f. <b>If designated, limited areas of more intense rural development (LAMIRDs) are consistent with</b> RCW 36.70A.070(5)(d). See WAC 365-196-425(6) for guidance relating to LAMIRDs. Commerce suggests that jurisdictions consider Growth Management Hearings Board cases and Commerce's Keeping the Rural Vision: Protecting Rural Character &amp; Planning for Rural Development, 1999 for guidance on appropriate rural densities and levels of governmental services in LAMIRDs.</p>	<p><input checked="" type="checkbox"/> LAMIRDs designated and regulated consistent with GMA Policy 3.2.11</p>	<p>NONE NEEDED.</p>

**6. The Transportation Element** should be consistent with relevant CWPPs and RCW 36.70A.070(6), RCW 36.70A.108, and should consider WAC 365-196-430 and Your Community's Transportation System: A Guide to Updating and Implementing your Transportation Element (2012)

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>a. The element includes goals and policies for roadways; fixed route and demand response public transit; bicycle and pedestrian travel; water, rail, air, and industrial port and intermodal facilities; passenger and freight rail; and truck, rail, and barge freight mobility. WAC 365-196-430(2)(b)]</p> <p>The element should include policies and provisions consistent with regional efforts to reduce criteria pollutants from mobile sources. WAC 173-420-080 If the planning area is within a National Ambient Air Quality Standards nonattainment area, WAC 365-196-430(2)(d) recommends including a map of the nonattainment area, severity of the violation, and measures to be implemented consistent with the state implementation plan for air quality.</p>	<p>County-wide Planning Policies on p. 5-36 to p. 5-37.</p> <p>County Transportation Goals and Policies on Page 5-37 to 5-42.</p>	<p>NONE NEEDED.</p>
<p>b. <b>An inventory of air, water, and ground transportation facilities and services, including transit alignments, state-owned transportation facilities, and general aviation airports to define existing capital facilities and travel levels as a basis for future planning.</b> RCW 36.70A.070(6)(a)(iii)(A). WAC 365-196-430(2)(c) provides recommendations for meeting inventory requirements.</p>	<p><input checked="" type="checkbox"/> Transportation inventory</p> <p>Inventory on p. 5-3 to 5-12, and</p> <p>Appendix E, Capital Facility Plans Review and Analysis, p. E-46 to E-52.</p>	<p>Update as needed.</p>
<p>c. <b>The element includes regionally coordinated level of service (LOS) standards for all arterials and transit routes, LOS for highways of statewide significance, and LOS for other state highways consistent with the regional transportation plan.</b> RCW 36.70A.070(6)(a)(iii)(B)</p> <p>WAC 365-196-430(2)(e)(v) recommends LOS be set to reflect access, mobility, mode-split and capacity goals. WAC 365-196-430(2)(e)(vi) recommends that measurement methodology and standards vary based on the urban or rural character of the surrounding area. Also, balance community character, funding capacity, and traveler expectations. In urban areas, WAC 365-196-430(2)(e)(vii) recommends methodologies for analyzing the transportation system from a comprehensive, multimodal perspective.</p>	<p><input checked="" type="checkbox"/> Levels of service for all facilities; local, regional, and state</p> <p>Page 5-28 to 5-31.</p>	<p>Update as needed.</p>



Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>d. <b>The element identifies specific actions and requirements for bringing into compliance locally owned transportation facilities and services that are below an established LOS standard.</b> RCW 36.70A.070(6)(a)(iii)(D) and WAC 365-196-430(2)(g)</p> <p>Concurrency policies must be consistent with RCW 36.70A.070(6)(b), and consider multimodal improvements RCW 36.70A.108. Strategies such as increased public transit, ride sharing programs, and other multimodal strategies may be used to ensure that development does not cause service to decline on a locally owned facility below adopted levels of service.</p>	<p><input checked="" type="checkbox"/> Concurrency</p> <p>Page 5-32 to 5-33.</p>	<p>Update as needed.</p>
<p>f. <b>The element describes existing and planned transportation demand management (TDM) strategies, such as HOV lanes, parking policies, high occupancy vehicle subsidy programs, etc.</b> RCW 36.70A.070(6)(a)(vi). WAC 365-196-430(2)(i) provides suggested TDM strategies.</p> <p>If required, a commute trip reduction plan to achieve reductions in the proportion of single-occupant vehicle commute trips has been adopted consistent with the comprehensive plan and submitted to the regional transportation planning organization. RCW 70.94.527.</p>	<p><input checked="" type="checkbox"/> TDM Strategies</p> <p>Page 5-24 discusses TDM Strategies and Commute Trip Reduction, parking, and I-5 Transportation and Trade Partnership.</p>	<p>NONE NEEDED.</p>
<p>g. <b>The element includes a pedestrian and bicycle component.</b> RCW 36.70A.070(6)(a)(vii). WAC 365-196-430(2)(j) recommends jurisdictions inventory existing pedestrian and bicycle facilities, and identify and plan improvements for facilities. Improvements could focus on safe routes to school, hazard areas, or pedestrian-generating areas, and should be funded in capital facility or transportation improvement plans. See Bicycle and pedestrian planning information and resources at <a href="http://www.wsdot.wa.gov/Walk/default.htm">www.wsdot.wa.gov/Walk/default.htm</a> and <a href="http://www.wsdot.wa.gov/bike/default.htm">www.wsdot.wa.gov/bike/default.htm</a>.</p>	<p><input checked="" type="checkbox"/> Bicycle and pedestrian planning</p> <p>Page 5-23 and 2010 Bicycle and Pedestrian Master Plan</p>	<p>NONE NEEDED.</p>
<p>h. <b>The element includes a forecast of traffic for at least 10 years, based on the Land Use Element, to provide information on the location, timing, and capacity needs of future growth.</b> RCW 36.70A.070(6)(a)(iii)(E). WAC 365-196-430(2)(f) suggests including bicycle, pedestrian or planned transit service in a multimodal forecast. Forecasts should be consistent with regionally adopted strategies and plans.</p> <p><b>The forecast should be based on assumptions in the land use element.</b> RCW 36.70A.070(6)(a)(i) . WAC 365-196-430(2)(a)(i) recommends counties and cities use consistent land use assumptions, population forecasts, and planning periods for both the land use and transportation elements.</p>	<p><input checked="" type="checkbox"/> 10-year Traffic forecast</p> <p>RTC conducted a traffic forecast through 2024.</p> <p><input checked="" type="checkbox"/> Land use element assumptions used to forecast travel</p> <p>Appendix A shows details of land use assumption and allocation of jobs and households</p>	<p>Update 10-year Traffic forecast</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>i. <b>The element identifies state and local system expansion needs to meet current and future demands.</b> RCW 36.70A.070(6)(a)(iii)(F). WAC 365-196-430(2)(f) recommends including bicycle, pedestrian or planned transit service in needs. <b>WSDOT's Ten-Year Capital Improvement and Preservation Program for state-owned facilities (Required by RCW 47.05.030) is detailed in the Transportation Executive Information System</b> <a href="http://www.transinfo.state.wa.us/">http://www.transinfo.state.wa.us/</a> Click on the current projects list, select the most recent legislative final project list and you can select projects by county.</p>	<p><input checked="" type="checkbox"/> Future needs</p> <p>Level of service deficiencies identified for vehicles on p. 5-11 (Table 5.6), and for Transit on p. 5-12.</p>	<p>Update Table 5.6 and Transit text.</p>
<p>j. <b>A multiyear financing plan is included in the element based on the needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the six-year street, road, or transit program required by RCW 35.77.010 for cities, RCW 36.81.121 for counties, and RCW 35.58.2795 for public transportation systems.</b> RCW 36.70A.070(6)(a)(iv)(B). WAC 365-196-430(2)(k)(ii) recommends that the horizon year be the same as the time period for the travel forecast and identified needs.</p> <p><b>The analysis should assess the identified needs against probable funding resources.</b> RCW 36.70A.070(6)(a)(iv)(A). WAC 365.196-430(2)(k)(iv) recommends counties and cities consider the cost of maintaining facilities when considering new facilities.</p> <p><b>If probable funding falls short of meeting identified needs, there is a discussion of how additional funding will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met.</b> RCW 36.70A.070(6)(a)(iv)(C). WAC 365-196-430(2)(l)(ii) states that this review must take place, at a minimum, as part of the eight-year periodic review and update and update of UGAs [eight years per 2011 amendments to RCW 36.70A.130]. Several choices for addressing funding shortfalls are provided.</p>	<p><input checked="" type="checkbox"/> Funding program</p> <p>6-year Capital Facilities Plan is the TIP that is annually adopted.</p> <p>Clark County Financial Capital Facilities Plan.</p> <p>20-year Capital Facilities Plan in Appendix A.</p> <p><input checked="" type="checkbox"/> Funding analysis</p> <p>Page 5-35</p> <p><input checked="" type="checkbox"/> Funding shortfall strategy</p> <p>Page 5-35 and p. 5-41; Goals to develop a balance finance program.</p>	<p>6-year TIP is annually updated.</p> <p>Update 20-year Capital Facilities Plan</p>
<p>k. <b>The element discusses intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions.</b> RCW 36.70A.070(6)(a)(v). WAC 365-196-430(2)(a)(iv) recommends developing transportation elements using the county-wide planning policies to ensure they are coordinated and consistent with the comprehensive plans of other counties and cities sharing common borders.</p>	<p><input checked="" type="checkbox"/> Intergovernmental coordination</p> <p>County-wide Planning Policies, P 5-36 and County Transportation Goals and Policies, P 5-37</p>	<p>NONE NEEDED.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
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<p><b>I. The element discusses how the transportation plan implements and is consistent with the land use element, and how it is consistent with the regional transportation plan.</b> RCW 36.70A.070(6) and WAC 365-196-430</p> <p>WAC 365-196-430(2)(a)(i) recommends that consistent land use assumptions, population forecasts, and planning periods should be used for both the land use and transportation elements.</p> <p><b>The transportation element must be certified by the regional transportation planning organization.</b> RCW 47.80.23(3) and RCW 47.80.026</p>	<p><input checked="" type="checkbox"/> Plan certified by RTPO</p> <p>Element is consistent with the Metropolitan Transportation Plan by RTC.</p> <p>Page 5-2</p>	<p>Update as needed.</p>
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<p><b>7. The Economic Development Element</b> is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements. RCW 36.70A.070(7) An Economic Development Element should include:</p>		
<p>a. A summary of the local economy such as population, employment, payroll, sectors, businesses, and sales. RCW 36.70A.070(7)(a). WAC 365-196-435(2)(a) recommends using population information consistent with the land use and housing elements. Employment, payroll, and other economic information is available from state and federal agencies. Consider gathering data and information for your community data profile pertaining to business, transportation, labor, real estate, utilities, incentives, regulatory, government, and quality of life.</p>	<p>Chapter 9, p. 9-2 through 9-6.</p>	<p>Update with current OFM #'s.</p> <p>Update tables on p. 9-2 through 9-6.</p>
<p>b. A summary of the strengths and weaknesses of the local economy defined as the commercial and industrial sectors and supporting factors such as land use, transportation, utilities, education, work force, housing, and natural/cultural resources. RCW 36.70A.070(7)(b). WAC 365-196-435(2)(b) recommends consulting with local development organizations, economic development councils, or economic development districts. Methods for identifying strengths and weaknesses include shift-share analysis, identify of industry clusters, public input, and asset mapping.</p>	<p>Chapter 9, p. 9-3.</p>	<p>Update Chapter, p. 9-3 to include a method for identifying strengths and weaknesses.</p>
<p>c. Identification of policies, programs, and projects to foster economic growth and development and to address future needs. RCW 36.70A.070(7)(c). WAC 365-196-435(2)(c) recommends identify policies, programs and projects that address identified weaknesses or capitalize on strengths identified by the community. Consider using performance targets to measure success.</p>	<p>Chapter 9, p. 9-7 through 9-13.</p>	<p>Update as needed.</p>

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
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**8. A Parks and Recreation Element** is not required because the state did not provide funding to assist in developing local elements when this provision was added to the GMA. However, park, recreation, and open space planning are GMA goals, and it is important to plan for and fund these facilities. RCW 36.70A.070(8). Commerce's Guidebook *Planning for Parks, Recreation, and Open Space in your Community*, can provide step-by-step assistance. Also see [www.rco.wa.gov/doc\\_pages/index.shtml](http://www.rco.wa.gov/doc_pages/index.shtml) for additional assistance. A Parks and Recreation Element should include:

a. Goals and policies to guide decisions regarding facilities. WAC 365-196-440(2)(b) recommends a visioning process to engage the public in identifying needs, evaluating existing recreational opportunities, and developing goals for the parks and recreation element.	Chapter 7, p. 7-14 through 7-20	Revise and update Chapter 7, page 7-14 through 7-20.
b. Estimates of park and recreation demand for at least a ten-year period based on adopted levels of service and population growth. RCW 36.70A.070(8)(a). WAC 365-196-440(2)(c) recommends establishing levels of service standards that reflect community goals. LOS should focus on those aspects that relate most directly to growth and development.	Appendix E, p. E-30 through E-33.	Update Appendix E, p. E-30 through E-33.
c. An evaluation of facilities and service needs over the planning period. RCW 36.70A.070(8)(b). WAC 365-196-440(2)(d) lists factors to consider when estimating demand for parks, open space and recreational services.	Appendix E, p. E-30 through E-33.	Update Appendix E, p. E-30 through E-33.
d. An evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand. RCW 36.70A.070(8)(c). WAC 365-196-440(2)(f) recommends identifying other local, statewide and regional recreation plans for future facilities and opportunities for public and private partnerships to meet regional demand.	Chapter 7, p. 7-3 through 7-13  Appendix E, p. E-30 through E-33.	Update
e. The element is consistent with and is a part of the Capital Facilities Element as it relates to park and recreation facilities. RCW 36.70A.070(3)(e). WAC 365-196-440(2)(e) recommends identification of future facilities and services consistent with the land use and capital facilities elements. WAC 365-196-440(2)(g)(iii) recommends identifying strategies for financing in the parks and recreation element, a separate parks plan, or the capital facilities element.	Appendix E, p. E-30 through E-33.	Update element and Capital Facilities Element to identify future facilities and services consistent with land use and capital facilities element.

**9. The Shoreline Element** of the comprehensive plan is the goals and policies of the Shoreline Master Program (SMP). RCW 36.70A.480 The SMP goals and policies may also be included in an Environmental Element. The SMP goals and policies should be consistent with the rest of the comprehensive plan.

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p><b>SMP goals and policies are included in the comprehensive plan.</b> RCW 36.70A.480. When a jurisdiction updates its SMP consistent with Ecology's new guidelines (Chapter 173-26 WAC), and according to a schedule in RCW 90.58.080, protection for critical areas within shorelines is transferred from the critical areas ordinance to the SMP. Protection must be at least equal to that from the CAO under the GMA.</p>	<p><input checked="" type="checkbox"/> SMP goals and policies. Clark County's Shoreline Master Program (SMP) was approved by the Department of Ecology (DOE) on August 29, 2012.</p>	<p>NONE NEEDED.</p>

<p><b>10. Provisions for Siting Essential Public Facilities (EPFs) should be consistent with CWPPs, RCW 36.70A.200, and should consider WAC 365-196-340 and 550. 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.</b></p>		
<p>a. <b>The plan includes a process or criteria for identifying and siting essential public facilities (EPFs). EPFs include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, 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 (SCTF) (defined in RCW 71.09.020(14)). [RCW 36.70A.200(1)] WAC 365-196-550 provides a list of essential public facilities and suggests a potential siting process.</b></p>	<p><input checked="" type="checkbox"/> EPF identification and siting process Chapter 6, Policy 6.0.10 and 6.0.11 CCC Chapter 40.560, Plan and Code Amendments.</p>	<p>NONE NEEDED.</p>
<p>b. <b>Policies that address the statutory requirement that no comprehensive plan may preclude the siting of essential public facilities. RCW 36.70A.200(5). WAC 365-196-550(3) list types of comprehensive plan provisions or development regulations that could make the siting of an essential public facility impossible or impractical.</b></p>	<p><input checked="" type="checkbox"/> No preclusion policy No specific policy</p>	<p>NONE NEEDED.</p>
<p>c. <b>Jurisdiction considered the Office of Financial Management's list of essential state public facilities that are required or likely to be built within the next six years. RCW 36.70A.200(4). (Instructions to find the list are available from GMS)</b></p>	<p><input checked="" type="checkbox"/> List considered List not considered</p>	<p>NONE NEEDED.</p>

**11. Optional plan elements and sub-area plans may be included in the comprehensive plan.**

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
Additional elements are included in the plan, such as energy conservation, historic preservation, natural hazards, or community design?. [RCW 36.70A.080 and WAC 365-196-445] These elements should be consistent with all other elements of the plan. Resources: <i>Historic Preservation: A Tool for Managing Growth, Commerce, 1994, revised in 2005, Optional Comprehensive Plan Element for Natural Hazard Reduction, Commerce, 1999.</i>	Chapter 4, Environmental Element, Chapter 8 includes historic preservation, Chapter 10, Schools, and Chapter 11 discusses community design.	NONE NEEDED.
If any sub-area plans included in the plan, they consistent with the other plan elements. RCW 36.70A.080(2).	The following sub-area plans are consistent with other plans: Highway 99, Mill Creek, Fairgrounds, Salmon Creek, and Pleasant Valley Highlands.	NONE NEEDED.

<b>12. Consistency</b> is required by the GMA.		
a. <b>All plan elements are consistent with relevant county-wide planning policies (CWPPs) and the GMA.</b> RCW 36.70A.100 and 210 and WAC 365-196-400(2)(c) and 520. WAC 365-197-400(2)(c) suggests CWPPs be referenced in each element, or be appended to the plan to clearly show consistency. Some jurisdictions use a table to show consistency.	<input checked="" type="checkbox"/> CWPPs CWPPs are included in Chapter 1-13.	NONE NEEDED.
b. <b>The plan describes how all elements fit together, such as consistency of plan elements and future land use map, and consistency of land use and capital facilities elements.</b> RCW 36.70A.070 (preamble). WAC 365-197-400(2)(f) recommends inclusion at the beginning of the comprehensive plan a section which summarizes how the various pieces of the plan fit together.	<input checked="" type="checkbox"/> Internal consistency Yes, internal consistency is explained in Community Framework Plan, p 1-15.	None needed.
c. <b>Plan is coordinated with the plans of adjacent jurisdictions.</b> RCW 36.70A.100. WAC 365-196-520 suggests counties and cities circulate their proposed plans and SEPA documents with other counties and cities with which they share a common border or has related regional issues. Counties and cities are encouraged to resolve conflicts through consultation and negotiation.	<input checked="" type="checkbox"/> External consistency Community Framework plan discusses communities vision and plan policies for the comprehensive growth management plan.	Continue to coordinate the plans with adjacent jurisdictions.

**13. Public participation, plan amendments and monitoring**

Note: **Bold** items and checkboxes are a requirement of the GMA. Other items are other state or federal laws, advisory recommendations from the WAC, or examples of best practices.

Comprehensive plan provisions	Page # and how addressed in plan	Update action, if needed
<p>a. <b>Plan ensures public participation in the comprehensive planning process.</b> RCW 36.70A.020(11), .035, and .140. WAC 365-196-600(3) provides a list of possible public participation choices.</p>	<input checked="" type="checkbox"/> Public participation Appendix F includes public involvement	NONE NEEDED.
<p>b. <b>If the process for making amendments is included in the comprehensive plan:</b></p> <ul style="list-style-type: none"> <li>• <b>The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in RCW 36.70A.130(2).</b> WAC 365-196-640</li> <li>• <b>The plan sets out a procedure for adopting emergency amendments and defines emergency.</b> RCW 36.70A.130(2)(b) and RCW 36.70A.390, WAC 365-196-650(4)</li> </ul>	<input checked="" type="checkbox"/> Broadly publicized plan amendment process.  <input checked="" type="checkbox"/> Plan amendments no more than once a year. Chapter 14 discusses procedural guidelines for plan amendment process. Community Planning web page lists dates and deadlines for annual plan amendments. CCC Chapter 40.560	NONE NEEDED.
<p>c. <b>Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comprehensive plan's goals and the goals of the GMA .</b> WAC 365-196-660 discusses a potential review of growth management implementation on a systematic basis.</p>	Chapter 1 county-wide planning policies 1.1.6 through 1.1.9	Update as needed.

## Clark County Comprehensive Plan 2016 Update

### Public Participation Plan & Preliminary Scoping Schedule

#### Purpose

The Washington State Growth Management Act (GMA) requires cities and counties to conduct outreach to ensure "early and continuous public participation" in developing and amending comprehensive plans and development regulations (RCW 36.70A.140). The GMA also requires that local programs clearly identify schedules and procedures for public participation in the periodic update process (RCW 36.70.A.130(2)(a)).

To ensure compliance, the Washington State Department of Commerce recommends local governments begin the periodic update process by adopting a public participation plan. It would clearly identify the scope of the proposed update, when legislative action is expected, and how the public can participate or comment. Community Planning believes this recommendation is sound, and strongly encourages the Board of County Commissioners (BOCC) to adopt a formal public participation plan.

#### Goals

1. Ensure broad participation by identifying key interest groups, soliciting input from the public, and ensuring no single group or interest dominates the process.
2. Maintain effective communication and coordination with municipalities and service providers.
3. Provide equal opportunity for participation throughout the county: east (Camas and Washougal), south (Vancouver), northwest (Ridgefield and La Center) and north (Battle Ground and Yacolt).
4. Accommodate budgetary and staffing constraints by ensuring resources are focused on elements of the update process likely to be of greatest interest to the public.
5. Distribute information and post notices efficiently.
6. Notify the public of all meetings, hearings, workshops and legislative actions.

#### Scope of Work

To organize the complex process of updating the Comprehensive Plan, Community Planning has divided essential elements into two phases. During Phase I Pre-Planning, the Comprehensive Plan and development regulations will be reviewed for compliance with state law. This process will identify areas of the plan that must be amended. As a preliminary step, the board and Planning Commission must establish a scope of work for the update. The preliminary scope of work and update schedule are general rather than specific because it is extremely difficult to know the full extent of the required work until Phase I is complete. Phase II will be where issues identified in Phase I are addressed. Throughout Phase I and Phase II, extensive interaction with the community will provide information to the process. To assist, Community Planning has classified work associated with the update as mandatory or strongly recommended. This will accommodate budgetary and staffing constraints. A summary is provided below.



Table 1 - Summary of Potential Work Items		
GMA Requirements	Mandatory	<ul style="list-style-type: none"> <li>✓ Consideration of GMA amendments</li> <li>✓ Urban growth areas and population projections</li> <li>✓ Critical areas regulations</li> <li>✓ Mineral resource lands</li> <li>✓ Internal consistency</li> <li>✓ Development regulation consistency</li> </ul>
Required by Clark County Code or Comprehensive Plan	Mandatory	<ul style="list-style-type: none"> <li>✓ Other development regulation amendments</li> </ul>
Important Planning Considerations	Strongly Recommended	<ul style="list-style-type: none"> <li>✓ Fully develop benchmark and monitoring system to guide future planning work</li> <li>✓ Reorganization and rewrite of Comprehensive Plan to improve readability and usefulness</li> <li>✓ Previously uncompleted annual review docket/work program items.</li> </ul>

**Phase I**

Phase I will begin with a thorough review of GMA requirements and compilation of amendments since the 2007 update. The department will review the Comprehensive Plan and development regulations to determine whether revisions will be required to ensure consistency with GMA amendments.

The county also will need to analyze its Urban Growth Areas (UGAs) to ensure they are sized to accommodate 20 years of population and employment growth (based on an adopted OFM range). If, during this analysis, the county determines a UGA is either too small or too large, corrective actions will be identified. They could include altering the size of urban growth areas, changing the allowed uses and densities, or a combination of actions. Any proposed changes must be fully consistent with and supported by adopted Countywide Planning Policies (CWPPs) and capital facilities plans.

Because plans and policies of other local governments and utility providers must be consistent with the adopted Countywide Planning Policies, this step will require high-level intergovernmental coordination. To address this need, the board and Community Planning have committed to working cooperatively with all involved parties as a forum for reviewing and, if need be, revising CWPPs.

**Phase II**

Once the initial review and analysis are complete (Phase I), the Washington State Department of Commerce recommends local governments adopt an ordinance or resolution stating a review has been completed and identifying elements of the Comprehensive Plan or development regulations that will be updated. This step will result in a report documenting changes in Clark County since adoption of the

Comprehensive Plan, areas of the plan or development regulations that must be updated or amended, and amendments or changes, which although not mandatory, the board and Planning Commission have chosen to consider.

Phase II essentially will be a stage where issues identified in Phase I are addressed through plan or code revisions. Until Phase I is complete, Community Planning cannot identify a detailed scope of work for Phase II. However, the department has prepared a general outline of tasks to complete in conjunction with the periodic update. The outline has been incorporated into the attached "Public Participation Plan & Preliminary Scope of Work." A more detailed scope of work will be prepared for Phase II at the completion of Phase I.

### **Public Participation Program Structure**

To best use Clark County's limited planning resources, this plan identifies both *essential* public participation strategies that *will* be employed as well as *optional* strategies which *could* be employed if resources are available. The estimated completion dates for each step are indeed estimates. In some cases, final action may occur before or after the target date because of constrained resources, need for additional intergovernmental collaboration, or unforeseen circumstances.

### **Techniques and Strategies**

The public participation methods employed by Clark County may include:

**Innovative Public Involvement Technology** – In addition to traditional outreach methods below, Clark County will use innovative technology. The goal is to reach beyond the individuals who typically attend public meetings to encourage comments from a broader audience. Technology based tools could include:

- Project grid with dates, topic/issues, upcoming PC, BOCC meetings
- Mapping/GIS applications and web-based survey
- Online surveys/Polls
- CTV – video production for TV broadcast and websites
- Community Planning's Website, [commplanning@clark.wa.gov](mailto:commplanning@clark.wa.gov)
- Electronic voting machines
- Webinars
- Social media
- The Future's Game

**Public workshops, Public meetings, and open houses** – Informal gatherings to solicit public feedback on Clark County's planning efforts. Workshops and/or listening posts may involve presentations by staff, question and answer sessions and interactive activities. Community Planning commits to hold meetings at convenient times, and at locations that are accessible. Information is made available either through presentations by technical staff (public meeting) or through display exhibits (open house). We will present material online to create an alternative "open house" for citizens unable or unwilling to attend in person.

**Public notification of hearings** (agendas etc) – The public is notified of Community Planning meetings and events primarily through Planning County website and e-mail communication. The Planning Commission and Board packets of informational material are made available on County website. A formal public process conducted before the Board of County Commissioners or Planning Commission.

**Clark County website** – Community Planning Department has a robust website with information about active projects and activities. The online site includes a meeting calendar and electronic copies of

agendas, upcoming meetings, programs, and where relevant documents, schedules, announcements, notices of meetings, hearings and public involvement opportunities will be posted. The website offers links to archives of completed projects and studies.

**City/County coordination meetings** – Community Planning will coordinate with the cities of Battle Ground, Camas, La Center, Ridgefield, Vancouver and Washougal and the town of Yacolt on countywide planning issues that affect each jurisdiction. Clark County will coordinate meetings to discuss issues and seek consensus with each municipality before taking final action. In addition, Clark County will work directly with other municipal service providers affected by the plan.

**Technical advisory groups** – Community Planning may use technical advisory groups to solicit guidance on complex technical issues requiring a high level of intergovernmental coordination. The groups will include members who have specific knowledge of or interest in specialized technical topics. Technical advisory groups may have members from business and interest groups, trade organizations, service providers, municipalities and county departments.

**Email Distribution lists and Databases** – Community Planning will promote and maintain a list of individuals and groups who have expressed an interest in the Comprehensive Plan update. The list will be updated and used to disseminate announcements and notices. To join Community Planning Comprehensive Growth Management Plan Update mailing list, contact the Planning Department at 360.397.2280 ext. 4558 or online at [commplanning@clark.wa.gov](mailto:commplanning@clark.wa.gov). The list already includes hundreds of subscribers.

**Stakeholder Outreach** – Community Planning will identify and reach out to any person or groups that are affected by the plan update, including those who may not be aware they are affected. Stakeholders include the general public, environmental groups, school districts, public health community, neighborhood and civic organizations, public agencies, and other groups.

**Neighborhood Associations** – Involve neighborhood associations and invite leaders inform neighbors via social media and small gatherings.

**Television and Online Videocasts** – CTV broadcasts of Planning Commission and Board hearings will be replayed to reach a broader audience.

**Issue papers** – They will provide focused guidance and document the evolution of the update process. Before final adoption, Community Planning will compile the issue papers into a single background report and post issue papers and the report on the department's website.

**News releases** – Clark County will prepare news releases and distribute them to general news media, specialized media, and neighborhood associations and other local information providers throughout the update process. News releases also are available through online requests for RSS feeds and by following the county on social media, such as Facebook and Twitter.

**Board of Commissioner worksessions** – Community Planning will schedule worksessions as needed to brief board members and other interested parties and publicize topics and content as warranted.

**Planning Commission worksessions** – Community Planning will schedule worksessions as needed to brief the Planning Commission and other interested parties.

**Notification and availability of information** - Clark County will ensure meetings, worksessions and hearings are publicized as required by state law or county code. Clark County will make every effort to post all relevant documents on the county website. In addition, a project file will be maintained for

public review at Community Planning, Public Service Center, 1300 Franklin St., third floor, Vancouver.

**Preliminary Schedule** - After a preliminary review of State requirements and technical guidance, Community Planning has identified the following specific steps for the 2016 Comprehensive Plan update.

**Public Information and Outreach** – Community Planning will work with county PIO staff to modify and execute this plan as additional information and opportunities becomes available.

July-Dec. 2013	January 2014—December 2015		Jan-May 2016
PRE-PLANNING	DATA ANALYSIS	PLAN DEVELOPMENT	ADOPTION
GMA Overview VBLM Review Preliminary Scoping Timeline Public Participation Plan	Public Review & Comment Dept. of Commerce Checklist 20-year Population Range Countywide Planning Policies Regional Growth Trends & Allocation Planning Assumptions Buildable Lands Review Land Use Technical Report Housing Technical Report Capital Facilities Technical Report Transportation Technical Report Environmental Technical Report	Public Review & Comment SEPA Analysis & Public Review Urban Growth Area Review Capital Facility Plan (CFP) County Capital Facility & Financial Plan (CFFP) VBLM Analysis Land Use Transportation Analysis Zone Regional Travel Demand Analysis Draft Comprehensive Plan Text	Public Review & Comment Department of Commerce Review Planning Commission Hearings County Commissioner Hearings Issue Notice of Adoption

**Phase I – Focus on Informing the Public**

1. Establish Preliminary Scope of Work and Public Participation Plan
  - a. *Essential public participation:* written plan, news release, website, work session, Planning Commission hearing, Board of County Commissioners hearing
  - b. *Final action:* Resolution adopting the Public Participation Plan and Preliminary Scope of Work
2. Selection of 20-year population projection range
  - a. *Essential public participation:* Issue paper, city/county coordination meetings, website update, worksession, county and municipality review, Planning Commission hearing, Board of County Commissioners hearing, coordination with municipal service providers
  - b. *Final action:* Resolution adopting the selected population projection
3. Countywide Planning Policies

- a. *Essential public participation:* Issue paper, city/county coordination meeting, website update, worksession, county and municipality review, Planning Commission hearing, Board of County Commissioners hearing, coordination with municipal service providers
  - b. *Final action:* Resolution adopting the revised Countywide Planning Policies.
4. Regional growth trends and allocations
- a. *Essential public participation:* Issue paper, website update, city/county coordination meeting, worksessions, coordination with municipal service providers
  - b. *Final action:* Resolution adopting allocation of population to each planning area and urban growth area.
5. Buildable lands analysis
- a. *Essential public participation:* Issue paper, website update, city/county coordination meeting, worksession.
  - b. *Final action:* Buildable lands analysis report available to local planning jurisdictions and service providers. The Buildable lands analysis is due June 30, 2015.
6. Formal review of Comprehensive Plan and development regulations
- a. *Essential public participation:* Issue paper, technical advisory group (for certain technical elements), website update, email list, news release, public meeting in each planning area, worksession, Planning Commission hearing.
  - b. *Final action:* Adopted resolution stating a formal review has occurred and identifying pending changes or revisions to the Comprehensive Plan and development regulations, and a detailed schedule and public participation plan for Phase II of the update.

**Phase II – Increase Efforts to Involve Public Before Key Decisions**

All public meetings will include online options for information and input for citizens not inclined to attend in person.

- 1. Urban Growth Area modifications
  - a. *Essential public participation:* Issue paper, technical advisory group/city/county coordination meeting, worksession, website update, email list, news release, public meeting in each planning area where a UGA modification is proposed, coordination with municipal service providers
  - b. *Final action:* Decision on revised urban growth area boundaries, if any
- 2. Draft Comprehensive Plan revisions
  - a. *Essential public participation:* Issue paper, technical advisory group (for certain technical elements), website update, email list, news release, public meeting in each planning area, worksession
  - b. *Final action:* Completion of proposed Comprehensive Plan revisions
- 3. SEPA analysis and public review period
  - a. *Essential public participation:* Update website, email list, send notice to adopt to state agencies
  - b. *Final action:* SEPA Threshold Determination issued
- 4. Draft development regulation revisions
  - a. *Essential public participation:* Issue paper, technical advisory group (for certain technical regulations), website update, email list, news release, public meeting in each planning area, worksession
  - b. *Final action:* Completion of proposed development regulations revisions
- 5. Final adoption
  - a. *Essential public participation:* Issue paper, website update, email list, news release,

worksession, Planning Commission hearing, Board of County Commissioners hearing  
b. *Final action:* Formal adoption of 2016 Comprehensive Plan update

**PLANNING COMMISSION DOCKET**

DATE	PC HEARINGS & WORKSESSIONS	TOPIC	PRESENTER(S)	TIME	LOCATION	SPACE/ROOM AVAILABILITY
<b>JANUARY</b>						
1/16/2014	Worksession	COMP PLAN: Issue Papers (GMA Overview & Population & Job Projections), Commerce Checklist, & Public Participation Plan	Oliver, Colete, Gary, Gordy, Jeff	5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
1/16/2014	Public Hearing	Not Scheduled			BoCC Hearing Room	No Hearing
<b>FEBRUARY</b>						
2/6/2014	Worksession	COMP PLAN: Issue Paper (Allocation) & County-Wide Planning Policies	Oliver, Colete, Gary, Gordy	5:30-7:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
	Worksession	I-502 MARIJUANA FACILITIES	Gordy, Gary			
2/20/2014	Worksession	COMP PLAN Policies: Environmental, Rural Lands, and Annexation	Gordy, Gary	5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
2/20/2014	Public Hearing	I-502 MARIJUANA FACILITIES	Gordy, Gary	6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>MARCH</b>						
3/6/2014	Worksession	COMP PLAN Policies: Economic Development and Community Development	Oliver, Jeff, Colete, Jacqu	5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
3/20/2014	Worksession	COMP PLAN Policies: Housing & Public Facilities	Gordy, Jose, Laurie, Mike	5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
3/20/2014	Public Hearing	Tentative: COUNTY PARKS COMP PLAN	Jeff	6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>APRIL</b>						
4/3/2014	Worksession	COMP PLAN Policies: Procedures	Jose	5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
4/17/2014	Worksession	ANNUAL REVIEWS/DOCKETS	Jose	5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
	Worksession	STORMWATER	Gordy			
4/17/2014	Public Hearing			6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>MAY</b>						
5/1/2014	Worksession	COMP PLAN: Technical Report: Environmental & Natural Resources		5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
	Worksession	*OPEN SPACE/TIMBERLANDS	Jim Vandling			
5/15/2014	Worksession	COMP PLAN: Technical Report: Land Use (Discovery, Rural, Public Facilities, etc.) & Housing		5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
5/15/2014	Public Hearing	*OPEN SPACE/TIMBERLANDS	Jim Vandling	7:00 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>JUNE</b>						
6/5/2014	Worksession	COMP PLAN: Technical Report: Transportation & CFP	Laurie	5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
6/19/2014	Worksession	COMP PLAN: Environmental Assessment Scope Summary		5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
6/19/2014	Public Hearing			6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>JULY</b>						
7/10/2014	Worksession				BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
7/17/2014	Worksession	COMP PLAN: Technical Report Parks & Recreation		5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
7/17/2014	Hearing			6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
7/24/2014	Worksession			5:30-7:00	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
7/24/2014	Hearing	CANNOT ACCESS HEARING ROOM ON THIS DATE	---	---	---	HEARING ROOM IS NOT AVAILABLE
<b>AUGUST</b>						
8/7/2014	Worksession					TRAINING ROOM RESERVED/CONFIRMED
8/21/2014						TRAINING ROOM RESERVED/CONFIRMED
8/21/2014	Public Hearing					HEARING ROOM RESERVED/CONFIRMED
<b>SEPTEMBER</b>						
9/4/2014	Worksession	COMP PLAN: Alternative Development		5:30-7:00	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
9/18/2014	Worksession	COMP PLAN: Alternative Development		5:30-6:30	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
9/18/2014	Public Hearing			6:30-9:00 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>OCTOBER</b>						
10/2/2014	Worksession	COMP PLAN: Alternative Development		5:30-7:00	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
10/16/2014	Worksession					TRAINING ROOM RESERVED/CONFIRMED
10/16/2014	Public Hearing	COMP PLAN: Alternative Recommendation		6:30-9:00	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>NOVEMBER</b>						
11/6/2014	Worksession			5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
11/20/2014	Worksession				BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
11/20/2014	Public Hearing			6:30 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED
<b>DECEMBER</b>						
12/4/2014	Worksession			5:30-7:00 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
12/18/2014	Worksession			5:30-6:30 p.m.	BoCC Training Room	TRAINING ROOM RESERVED/CONFIRMED
12/18/2014	Public Hearing			6:30-9:00 p.m.	BoCC Hearing Room	HEARING ROOM RESERVED/CONFIRMED

Upcoming but not yet schedule Salmon Creek Subarea Plan, Discovery/Fairgrounds Subarea Plan, Comprehensive Plan Update