



STAFF REPORT

DATE: February 27, 2018

TO: Pierce County Planning Commission

FROM: Tiffany O'Dell, Senior Planner, Long Range Planning

SUBJECT: Amendments to Pierce County Code Title 19C, Comprehensive Plan Procedures, relating to Community Plan Update Process

NOTICE: Notice of the Planning Commission public meeting was published in the official County newspaper, the News Tribune, on February 14, 2018.

SEPA: The proposal is categorically exempt from environmental review under SEPA in accordance with WAC 197-11-800(19) Procedural actions.

ATTACHMENTS:

Attachment A: Proposed Amendments to Title 19C, Comprehensive Plan Procedures.

RECOMMENDATION

Staff recommends approval of the proposed amendments as provided in Attachment A. These amendments are consistent with the Growth Management Act (GMA), VISION 2040, and the Pierce County Comprehensive Plan. The intent of the changes is to clarify the procedures related to community plan updates to allow associated Comprehensive Plan amendments outside of the regular cycle.

COMMUNITY PLAN UPDATE PROCESS

Pierce County is in the process of updating four community plans: Frederickson, Mid-County, Parkland-Spanaway-Midland, and South Hill. These are the first community plan updates since plans were adopted in the early 2000s. The proposed changes address out-of-cycle changes to the Comprehensive Plan as part of a community plan update. The proposed revisions would allow out-of-cycle updates to the Comprehensive Plan as a result of community plan updates.

Only those portions of Title 19C that are proposed to be amended are shown. Remainder of text, maps, tables and/or figures is unchanged.

**Title 19C
Comprehensive Plan Procedures**

CHAPTERS:

19C.10 PROCEDURES FOR AMENDMENTS TO THE COMPREHENSIVE PLAN.

**19C.20 PROCEDURES FOR DEVELOPING NEW COMMUNITY PLANS AND
COMMUNITY PLAN UPDATES.**

**Chapter 19C.10
PROCEDURES FOR AMENDMENTS TO THE COMPREHENSIVE PLAN**

Sections:

- 19C.10.010 Authority.**
- 19C.10.020 Purpose.**
- 19C.10.030 Types of Plan Amendments – Definitions.**
- 19C.10.040 Council Adoption of Comprehensive Plan Amendments.**
- 19C.10.045 Docketing of Suggested Plan Amendments.**
- 19C.10.050 Initiation of Comprehensive Plan Amendments.**
- 19C.10.055 Applications for Comprehensive Plan Amendments.**
- 19C.10.060 Review and Evaluation of Comprehensive Plan Amendments.**
- 19C.10.065 GMA Periodic Update-Review and Evaluation of Council Initiated Amendments.**
- 19C.10.070 Time Frame for Adoption of Comprehensive Plan Amendments.**
- 19C.10.080 Planning Commission Public Hearing and Recommendation.**
- 19C.10.085 Land Use Advisory Commission Review and Recommendation.**
- 19C.10.086 Pierce County Regional Council Review and Recommendation.**
- 19C.10.090 Council Public Hearing.**
- 19C.10.100 Transmittal of Comprehensive Plan Amendments to the State.**
- 19C.10.110 Severability.**

19C.10.040 Council Adoption of Comprehensive Plan Amendments.

- A. Comprehensive Plan amendments, other than Emergency amendments to the Pierce County Comprehensive Plan, shall be adopted by ordinance of the County Council after a public hearing and review and recommendation of the Planning Commission.
- B. Urban Growth Area amendments are Comprehensive Plan amendments; however, such amendments shall only be considered by the Council following review pursuant to RCW 36.70A.130(3), the Countywide Planning Policies for Pierce County, and consistent with the provisions of any executed interlocal agreements for joint planning with any city or town.

- C. Emergency amendments shall be accomplished by emergency ordinance and the procedures set forth in Section 2.50 of the Pierce County Charter.
- D. Capital Facilities amendments may be adopted by separate ordinance and separate time lines provided that a finding is made regarding consistency with the adopted Comprehensive Plan.
- E. Comprehensive Plan amendments to adopt new or amend existing land use designations and maps as part of a Council initiated community plan update, as defined in PCC 19C.20.030.

19C.10.070 Time Frame for Adoption of Comprehensive Plan Amendments.

- A. All initiated Comprehensive Plan amendments, except Capital Facilities amendments, as part of a community plan update, and certain agriculture amendments described in subsection D. of this Section, shall be considered by the Council concurrently and no more frequently than once every two years, unless an emergency exists.
 - 1. Pierce County's two-year review cycle shall be completed in odd numbered years.
 - 2. Applications for Comprehensive Plan amendments shall be accepted by the Council between July 1 and July 31 during the even numbered year. During the remainder of the review cycle, suggested Plan amendments shall be provided to the Planning and Public Works Department, entered on the Docket, and treated as a suggested amendment pursuant to PCC 19C.10.045.
 - 3. Applications from the County Executive and the cities and towns shall be provided to the Council prior to July 31 during the even numbered years.
 - 4. The Council shall review all accepted and complete applications received for Council initiation and conduct at least one public hearing to determine which applications to initiate. Initiation shall be accomplished through an action of the Council by September 30 during the even numbered years. Screening of applications by the Council will include review of the applications against the requirements in this Chapter and locational criteria and policies in the Comprehensive Plan.
 - 5. The Planning and Public Works Department shall conduct its review, evaluation and report on initiated Comprehensive Plan amendments prior to and concurrently with the Planning Commission review. However, all departmental reporting and evaluation on initiated Comprehensive Plan amendments, including any necessary environmental review, shall be completed prior to the Commission taking action on recommendations regarding initiated Comprehensive Plan amendments.
 - 6. The Planning Commission shall consider all initiated Comprehensive Plan amendments, except Capital Facilities amendments, concurrently so that the cumulative effect of the various proposals can be ascertained. The Commission shall complete its review, evaluation and recommendation on initiated Comprehensive Plan amendments by February 15 of the odd numbered years.
- E. The time frames set forth in this Section may not apply to the following amendments: adoption or amendment of the Shoreline Master Program, the initial adoption or subsequent update of a ~~the first~~ community plan for an area, or adoption of amendments to resolve an appeal of the Comprehensive Plan with the Central Puget Sound Growth Management Hearings Board or with the court.

Chapter 19C.20
PROCEDURES FOR DEVELOPING NEW COMMUNITY PLANS AND COMMUNITY
PLAN UPDATES

Sections:

- 19C.20.010 Authority.**
- 19C.20.020 Purpose.**
- 19C.20.030 Definitions.**
- 19C.20.040 Boundaries.**
- 19C.20.060 Criteria for Initiating Development of a New Community Plan.**
- 19C.20.080 Process for Initiating Development of a New or Updated Community Plan.**
- 19C.20.085 Adoption Process for Community Plan Updates.**
- 19C.20.090 Community Planning Boards.**
- 19C.20.100 Functions of Community Plans.**

19C.20.040 Boundaries.

Community plan areas shall correspond with the jurisdictional boundaries of adopted land use advisory commissions, but may be extended consistent with the following guidelines below:

- A. To encompass areas having a common association or identity as a town, center, or destination; and
- B. To encompass areas having boundaries which:
 - 1. are contiguous with municipal, military reservation, or national park boundaries;
 - 2. are contiguous with boundaries of community planning areas that are existing or currently being developed;
 - 3. are contiguous with boundaries of existing land use advisory commissions;
 - 4. reflect boundaries of school districts, fire districts, and other governmental service districts, to the maximum degree possible; and
 - 5. are defined by topography and natural land features or manmade constructions, transportation arterials, road, and rail, etc.
- ~~C. Each community plan area shall contain a Commercial Center, Mixed Use District, Employment Center, or Rural Center, as indicated on the Generalized Proposed Land Use Map for the Pierce County Comprehensive Plan, PCC Title 19A.~~
- ~~D.~~ C. The boundaries of community plan areas shall not overlap one another nor shall isolated areas remain between community plan areas.

19C.20.085 Adoption Process for Community Plan Updates.

- A. A community plan update and associated changes to the Comprehensive Plan may occur outside the timelines established in PCC 19C.10.070.
- B. Transfer of Development Rights (TDR) shall not be required for property(ies) in which the permitted density is increased by a change in land use designation through a community plan update process.
- C. The Planning and Public Works Department shall notify and transmit copies of a community plan update to the Washington State Department of Commerce at least 60 days prior to anticipated action on the initiated amendments. This transmittal should coincide with the issuance of the Planning and Public Works Department staff report to the Planning Commission and associated environmental documentation provided

pursuant to SEPA. A second transmittal should be made at the time of issuance of the Planning Commission's recommendations. The Department shall also transmit to the State within 10 days the community plan update adopted by the Council.

- D. If a community plan update is adopted in the same year as a comprehensive plan amendment cycle, the effective date of a community plan update shall coincide with the effective date of comprehensive plan amendment(s).