



JEFFERSON COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT

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SquareONE Resource Center | Building Permits & Inspections | Development Review | Long Range Planning

To: Board of County Commissioners

From: David Greetham, Planning Manager
Joel Peterson, Associate Planner

Date: December 13, 2016

RE: Comprehensive Plan Periodic Update briefing materials

Below please find the following materials for the December 19, 2016 Comprehensive Plan Periodic Update briefing:

1. Periodic update project requirements (RCW 36.70A.070)
2. Project status and current work tasks
3. Guiding principles for periodic update

Periodic Update Project Requirements (RCW 36.70A.070)

- The Comprehensive Plan shall consist of a map or maps, and descriptive text covering objectives, principles, and standards used to develop the comprehensive plan.
- The Plan shall be an internally consistent document and all elements shall be consistent with the future land use map.
- The Plan shall be adopted and amended with public participation as provided in RCW 36.70A.140.
- The Plan shall be consistent with the Countywide Planning Policies.
- The Plan shall include a plan, scheme, or design for each of the following required GMA elements:
 - (1) A **land use element** meeting all GMA requirements.
 - (2) A **housing element** meeting all GMA requirements.
 - (3) A **capital facilities plan element** meeting all GMA requirements.
 - (4) A **utilities element** meeting all GMA requirements.
 - (5) **Rural element** meeting all GMA requirements.
 - (6) A **transportation element** meeting all GMA requirements, and that implements, and is consistent with, the land use element.
 - (7) An **economic development element** establishing local goals, policies, objectives, and provisions for economic growth and vitality and a high quality of life.
 - (8) A **park and recreation element** that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities.

County note: The project shall consider current issues and revise, delete, supplement or add Goals and Policies.

Project status and current work tasks

Project Status

- The Comprehensive Plan Periodic Update project is approximately 18 months from completion.
- DCD will be finalizing the scope of Comprehensive Plan work so we can move from existing condition review to draft line-in/line-out work. This will also enable DCD to begin to plan SEPA analysis of proposed changes.
- Updates to the Unified Development Code have been initiated and will be a companion deliverable with the Comprehensive Plan to the Department of Commerce.

Current Work Tasks

- “Total Fitness Review” of Comprehensive Plan Goals and Policies
- Verification of Plan changes since 2004 in Plan text and official maps. Developing update procedure for page-in/page-out updates for keeping plan current.
- Work is beginning on methods to compile distributed editing efforts into a master document and to track all changes made to CP during periodic update. Consideration is being made of document format and editorial guidelines.
- Additional review is being done to identify special groups and/or management plans that may be in the process of being updated, and which may provide updated information for the Comprehensive Plan and be adopted by reference.
- DCD is outlining the periodic update program for the Irondale/Port Hadlock Urban Growth Area, which is a part of the Comprehensive Plan periodic review requirements.

Guiding Principles for Periodic Update

DCD proposes the following set of Guiding Principles in order to create a usable, implementable, and results oriented Plan. They are as follows:

- Project Deliverables will be transmitted to Commerce on or before the deadline of June 30, 2018.
- All mandatory elements, requisite reviews and updates required by the Growth Management Act (GMA) will be incorporated into the Comprehensive Plan and UDC.
- The Comprehensive Plan update will be coordinated with adjacent jurisdictions.
- The Comprehensive Plan will be internally consistent, and consistency will be maintained between the Comprehensive Plan and the Unified Development Code.
- The Comprehensive Plan update will use a robust and meaningful public outreach effort.

