

*Title 19C*

***COMPREHENSIVE PLAN PROCEDURES***

**CHAPTER:**

- 19C.10 PROCEDURES FOR AMENDMENTS TO THE COMPREHENSIVE PLAN.**
- 19C.20 PROCEDURES FOR DEVELOPING COMMUNITY PLANS AND UPDATES TO COMMUNITY PLANS.**



## *Chapter 19C.10*

### ***PROCEDURES FOR AMENDMENTS TO THE COMPREHENSIVE PLAN***

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#### **19C.10.010 Authority.**

The Growth Management Act (GMA) requires that an adopted Comprehensive Plan shall be subject to continuing review and evaluation and that any amendment or revision to the Comprehensive Plan conform to the requirements of Chapter 36.70A RCW, and that any change to development regulations or official controls is consistent with and implement the Comprehensive Plan (RCW 36.70A.130(2)). Additionally, RCW 36.70A.130(2) specifically requires that the County establish procedures whereby proposed amendments or revisions of the Comprehensive Plan are considered by the County Council no more frequently than once every year except that amendments may be considered more frequently under the following circumstances: (1) the initial adoption of a subarea plan; (2) adoption or amendment of a shoreline master program; and (3) the amendment of the capital facilities element. Proposals must also be considered by the County Council concurrently so the cumulative effect of the various proposals can be ascertained. However, Plan amendments that conform to the GMA may be adopted whenever an emergency exists or to resolve an appeal of the comprehensive plan with a growth management hearings board or the court. RCW 36.70A.120 further requires that the County shall perform its activities and make capital budget decisions in conformity with the Comprehensive Plan. (Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

#### **19C.10.020 Purpose.**

The purpose of this Chapter is to define types of Plan amendments and establish time lines and procedures to be followed when proposals are made for amending or revising the County Comprehensive Plan. (Ord. 95-27S § 3 (part), 1995)

**19C.10.030 Types of Plan Amendments - Definitions.**

- A. "Area-Wide Map amendment" means a proposed change or revision to the Comprehensive Plan Generalized Land Use Map that affects an area which is either comprehensive in nature, deals with homogeneous communities, is geographically distinctive, or has unified interest within the County, such as community plan areas. An Area-Wide Map amendment, unlike a parcel or site-specific land use reclassification proposal, is of area-wide significance and includes many separate properties under various ownerships. Single parcel or single ownership Area-Wide Map Amendments may be appropriate for correcting technical errors or applications involving Master Planned Communities, Master Planned Resorts, Employment Based Planned Communities, or New Fully Contained Communities.
- B. "Capital Facilities amendment" means a proposed change or revision to the Capital Facilities Element of the Comprehensive Plan that affects capital budget decisions.
- C. "Community Plan amendment" means a proposed change or revision to the text, goals, policies or Community Plan Land Use Map (where consistent with the Comprehensive Plan) of a Community Plan included in Title 19B, and does not include the initial adoption of a new subarea plan.
- D. "Comprehensive Plan amendment" means an Area-Wide Map amendment, Capital Facilities amendment, Emergency amendment, Text amendment, Community Plan amendment, or Urban Growth Area amendment to the Comprehensive Plan.
- E. "Emergency amendment" means a proposed change or revision to the Comprehensive Plan that arises from a situation that necessitates the immediate preservation of the public peace, health, or safety or support of the County government and its existing institutions. Emergency amendments are governed by the procedures set forth in the Pierce County Charter for emergency ordinances.
- F. "Text amendment" means a change or revision in the text of the goals, policies, objectives, principles or standards of any element of the Comprehensive Plan, except the Capital Facilities Element and the Community Plans included in Title 19B.
- G. "Urban Growth Area amendment" means a change or revision to the designated Comprehensive Urban Growth Area (CUGA), or designated urban growth area or urban service area of any city or town within Pierce County.

(Ord. 2005-121s4 § 1 (part), 2006; Ord. 2005-120s § 1 (part), 2006; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**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 County-Wide 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.

(Ord. 2009-80 § 1 (part), 2009; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.045 Docketing of Suggested Comprehensive Plan Amendments.**

- A. The Planning and Land Services Department shall keep a docket of suggested Comprehensive Plan amendments submitted by any citizen, hearing examiner, County staff, County board or commission member. The docket shall include the following:
  - 1. Name and address of person or agency requesting the Plan amendment;
  - 2. Type of amendment being suggested and a description of the amendment;
  - 3. Date of request; and
  - 4. Map of the affected area, if appropriate.
- B. The docket shall be made available to the public for review.
- C. On an annual basis the Department shall review the docket and advise the County Council regarding suggested amendments for potential initiation under the time frames allowed in PCC 19C.10.070.

(Ord. 2005-121s4 § 1 (part), 2006; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996)

**19C.10.050 Initiation of Comprehensive Plan Amendments.**

- A. Proposed Comprehensive Plan amendments, except for Capital Facilities amendments and Emergency amendments, may be initiated by:
  - 1. The County Executive, by submitting completed applications for each amendment to the County Council by the date prescribed in Section 19C.10.070, provided such applications are consistent with the requirements of E. of this Section.
  - 2. A city or town having jurisdiction within Pierce County, by submitting completed applications for each amendment to the County Council by the date prescribed in Section 19C.10.070, provided such applications are consistent with the requirements of E. of this Section.
  - 3. The County Council, pursuant to an official Resolution of the Council by the date prescribed in Section 19C.10.070, provided the proposed amendment is consistent with the requirements of E. of this Section. The amendments initiated by the County Executive, and the Cities and Towns pursuant to this Section shall be included in the Resolution. The Resolution shall request the Planning and Land Services Department to conduct environmental review and to report on and set the matter for hearing and recommendation by the Planning Commission.
- B. Proposed Comprehensive Plan amendments initiated pursuant to PCC 19C.10.050 A. above, shall be submitted in writing to the Director of Planning and Land Services. Each initiated proposal for a Comprehensive Plan amendment shall include a completed application as described in PCC 19C.10.055.
- C. Capital Facilities amendments may be initiated by the Executive or the Council by submitting the proposed changes to the Capital Facilities Element of the Comprehensive Plan (PCC, Titles 19A and 19E) to the Planning Commission and the Council under the time line prescribed in Section 19C.10.070 B.
- D. An update to the Transportation Plan and related amendments to the Transportation Element may be initiated by the Executive in 2008 by submitting the proposed Plan Update and changes to the Transportation Element to the Planning Commission and the Council under the timeline prescribed in Section 19C.10.070 D.

**E. Requirements for Acceptance of Applications.**

1. Map or Urban Growth Area Amendment applications involving properties located within a community plan area where a community planning process for a new plan or an update to an existing community plan is currently underway or has been initiated by Council action but not yet begun will not be accepted;
2. Map or Urban Growth Area Amendment applications involving properties located within a community plan area where the community plan was adopted within the two years prior to the start of the amendment cycle will not be accepted, unless correcting technical errors as determined by Planning and Land Services;
3. Map Amendment applications for Employment Centers, Planned Communities or Agricultural Resource Lands technical corrections, that do not include the required components listed in 19C.10.055 C., D. or E., as applicable, will not be accepted;
4. Urban Growth Area Amendment applications that do not include the required components listed in 19C.10.055 F., will not be accepted; and
5. Map or Urban Growth Area Amendment applications that do not include documentation that the notification requirements of 19C.10.055 G. will not be accepted.
6. Applications for expansion of an Urban Growth Area shall include the following documentation:
  - a. the proposal has been included in the appropriate Comprehensive Plan, if affiliated with a city or town;
  - b. SEPA has been completed;
  - c. the proposal is consistent with an adopted Capital Facilities Plan which demonstrates how public facilities and services will be provided; and
  - d. a public outreach program that includes affected property owners has been conducted. Such outreach may be accomplished by:
    - (1) the jurisdiction's public involvement program for the related city or town Comprehensive Plan amendment or SEPA process, provided that the unincorporated property owners were included in the notices and that such notice was clear about the property involved, or
    - (2) through a public hearing before a County land use advisory commission. If this was not done, public outreach may be accomplished through public notice and public hearings associated with the city or town legislative body's decision to forward the Urban Growth Area application to the County Council.
  - e. documentation acknowledging the requirement to comply with the requirements of Pierce County's TDR/PDR program or community plan if applicable.
  - f. documentation acknowledging the requirement to remove all development rights from designated agricultural land and critical areas or from commensurate agricultural land pursuant to an applicable community plan, if a UGA expansion is approved that encompasses such lands.
7. Applications which were submitted to the Council but either not initiated or denied in one Plan Amendment cycle shall not be accepted in the next subsequent cycle unless the application is modified to address the reason for rejection.

(Ord. 2009-71s § 3 (part), 2009; Ord. 2007-91s § 3 (part), 2007; Ord. 2005-121s4 § 1 (part), 2006; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.055 Applications for Comprehensive Plan Amendments.**

- A. Applications for Comprehensive Plan Amendments shall include at least the following information:
  - 1. a description of the Comprehensive Plan amendment being proposed including proposed map or text changes; and
  - 2. an explanation of why the Comprehensive Plan amendment is needed and is being proposed.
- B. The Planning and Land Services Department shall provide forms for proposed Comprehensive Plan amendments, except Capital Facilities amendments.
- C. **Map Amendments – Employment Center.** Applications for Map Amendments requesting redesignation of existing Employment Center parcels to another designation shall include a companion application proposing to redesignate other parcels to Employment Center. The companion application shall propose redesignation of other specific urban parcels that are currently designated or zoned for non-residential use and meet the following criteria: (1) the parcel is currently undeveloped; or (2) is not currently being used for uses permitted in an Employment Center zone. The intent is to ensure no net loss of total acreage in Employment Center designated lands in the County. No net loss shall be measured using the "net developable acreage" on the parcels, as defined in Section 18.25.030. Each application shall indicate how the proposal meets the locational criteria for the requested designation.
- D. **Map Amendments – Planned Communities.** A Map Amendment application requesting redesignation of an area to Master Planned Resort (MPR), New Fully Contained Community (NFCC), Employment Based Planned Community (EBPC), or Master Planned Community (MPC), or an expansion of or modification to such designations, must contain conceptual plans that:
  - 1. Describe planned uses and densities including, but not limited to, the proposed range of housing types and lot sizes, commercial uses, civic uses, and industrial uses, as applicable;
  - 2. Describe the parks and open space network including acreage, layout, and recreational amenities;
  - 3. Describe the transportation network including proposed road classifications, connectivity to the existing and proposed roadways, non-motorized transportation, and opportunities for transit service, as appropriate;
  - 4. Describe how affordable housing will be included within the project consistent with the Housing Element of the Pierce County Comprehensive Plan;
  - 5. Specify whether or not participation in the Purchase of Development Rights/Transfer of Development Rights program is proposed and the dwelling unit increase that is being sought through participation in the program;
  - 6. Describe sewer and stormwater infrastructure;
  - 7. Describe proposed bulk standards, landscaping, and building design requirements; and
  - 8. Demonstrate how the proposal conforms with the basic requirements for an MPC, NFCC, EBPC, or MPR as established in PCC 18A.75.080.
- E. **Map Amendments – Agricultural Resource Lands Errors.** Map Amendment applications requesting correction of an error in mapping must contain supporting documentation as required by the Planning and Land Services Department.
- F. **Urban Growth Area Amendments.** If the most recent Buildable Lands Report indicates that no additional residential land capacity is needed, one of the following shall be required:

1. Supplemental information updating population and development trends or documentation of regulatory changes implemented since the completion of the most recent Buildable Lands Report that justifies the need within the Countywide context to expand the Urban Growth Area; or
2. A companion application for reducing the Urban Growth Area in another location to ensure that the amount of residential land capacity is not increased. The properties proposed for removal from the Urban Growth Area must be contiguous with the Urban Growth boundary and be rural in character with existing rural densities.
3. Documentation that the proposed UGA application does not increase the residential or commercial/industrial capacity.

**G. Notification Requirements.**

**1. Applicant Notification Requirements.**

- a. All applications for Map and Urban Growth Area Amendments shall include an affidavit documenting that taxpayers or property owners for all parcels included in the amendment request have been notified of the application by mail prior to submittal for initiation by the Council. A copy of the notification letter and mailing list shall be attached to the affidavit.
- b. Following initiation by the Council, the applicant shall submit to the Department an affidavit documenting that the site has been posted at least 14 days prior to the hearing before the Planning Commission and the hearing before any applicable land use advisory commission.

**2. Department Notification Requirements.** Following initiation by the Council, the Department shall be responsible for providing notification of all Map and Urban Growth Area Amendments as follows:

- a. **Departmental Posting.** Notice shall be posted in the Department at a central location accessible to the public.
- b. **Mailing.** Notice shall be sent by the Department through the United States mail to the following: all property owners in the amendment area and within 300 feet, but not less than two parcels deep, around the exterior of the amendment area; affected cities; affected tribes including the Muckleshoot, Nisqually, Puyallup and Squaxin Tribes; affected fire and school districts; affected water purveyors; and affected land use advisory commissions. This does not add or subtract from Pierce County's notification obligations under the Puyallup Tribal Settlement Agreement.

(Ord. 2009-71s § 3 (part), 2009; Ord. 2008-39 § 1, 2008; Ord. 2007-91s § 3, 2007; Ord. 2005-121s4 § 1 (part), 2006; Ord. 2005-120s § 1 (part), 2006; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996)

**19C.10.060 Review and Evaluation of Comprehensive Plan Amendments.**

- A. The Planning and Land Services Department shall prepare a report including recommendations on all initiated Comprehensive Plan amendments and forward the report to the Planning Commission and the land use advisory commissions.
- B. The report shall evaluate the merits of the initiated amendments based upon the following:
  1. the effect upon the rate of growth, development, and conversion of land as envisioned in the Plan;
  2. the effect upon the County's capacity to provide adequate public facilities;
  3. the effect upon the rate of population and employment growth;
  4. whether Plan objectives are being met as specified or remain valid and desirable;

5. the effect upon general land values or housing costs;
  6. whether capital improvements or expenditures, including transportation, are being made or completed as expected;
  7. whether the initiated amendment conforms to the requirements of the GMA, is internally consistent with the Plan and is consistent with the County-Wide Planning Policies for Pierce County;
  8. the effect upon critical areas and natural resource lands;
  9. consistency with locational criteria in the Comprehensive Plan and application requirements established by this Chapter.
  10. the effect upon other considerations as deemed necessary by the Department.
- C. The report shall further evaluate the merits of the initiated UGA amendments based upon the following:
1. Demonstration put forth by the jurisdiction affiliated with the proposed UGA that it has the capability and capacity to provide urban level services to the area while maintaining a healthy natural ecosystem. This can be demonstrated by, but not limited to, the submittal of financial plans for infrastructure and services, such as a sewerage general plan for the area, storm drainage plan(s); evidence of compliance with NPDES; and evidence of an available adequate potable water supply.
  2. Demonstration put forth by the jurisdiction affiliated with the proposed UGA that the adopted land use and design standards for the area shall plan for design characteristics and infrastructure necessary to make transit a viable transportation alternative.
- D. Comprehensive Plan amendments for Planned Communities which propose densities that exceed that allowed by the existing zoning shall also be evaluated by the Department to assess whether or not the proposed density increase is warranted by the conceptual design, mitigation, and the public amenities that will be provided by the proposal and whether or not the public interest will be served by permitting the density increase.

(Ord. 2009-71s § 3 (part), 2009; Ord. 2007-91s § 3 (part), 2007; Ord. 2005-120s § 1 (part), 2006; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

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

- A. All initiated Comprehensive Plan amendments, except Capital Facilities amendments and certain agriculture amendments described in 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 begin with an application deadline of January 15, 2007. Each subsequent review cycle shall begin in two-year intervals thereafter.
  2. Applications for Comprehensive Plan amendments shall be accepted by the Council between December 1 and January 15 at the start of an amendment cycle. During the remainder of the review cycle, suggested Plan amendments shall be provided to the Planning and Land Services Department, entered on the Docket, and treated as a suggested amendment pursuant to 19C.10.045 PCC. These suggested Plan amendments will be considered by Council during the following amendment review cycle after submittal of applications between December 1 and January 15.
  3. Applications from the County Executive and the cities and towns shall be provided to the Council prior to January 15 at the start of an amendment cycle.

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 April 15 of the amendment cycle. 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 Land Services 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 August 15 of the amendment cycle.
- B. The time frames for Capital Facilities amendments shall include the submittal of proposed changes to the Capital Facilities Element (Titles 19A and 19E) in a staff report to the Planning Commission and the Council prior to the end of the second calendar quarter of each budget year. The staff report shall include an evaluation and environmental review consistent with the requirements for other types of Comprehensive Plan amendments. Furthermore, receipt of funds from non-County revenues for projects not identified in the County's Capital Facilities Element, but identified in other long-term planning documents, may be spent or encumbered, as long as the Capital Facilities Element is amended accordingly during the next available review process.
- C. Urban Growth Area amendments initiated by cities and towns incorporated after initial adoption of the County's Comprehensive Plan, November 29, 1994, may be reviewed on an annual cycle according to the procedures set forth in PCC 19C.10.070 A. for the first two years after incorporation, if the city or town submits a complete application by December 1 preceding the review year.
- D. The following agriculture related amendments may be reviewed on an annual cycle according to the procedures set forth in PCC 19C.10.070 A. and the initiation requirements set forth in PCC 19C.10.050:
1. Technical corrections to resolve Agricultural Resource Lands mapping errors;
  2. Amendments which result in a net increase in the acreage of Agricultural Resource Lands and include a conservation easement component which protects such lands in perpetuity; and
  3. Amendments proposing redesignation of lands from Rural 10 to Rural Farm.
- E. The time frames set forth in this Section may not apply to the following amendments: adoption or amendment of the Shoreline Master Program, adoption of 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.

(Ord. 2009-80 § 1 (part), 2009; Ord. 2007-91s § 3 (part), 2007; Ord. 2005-121s4 § 1 (part), 2006; Ord. 2005-120s § 1 (part), 2006; Ord. 2005-70s § 2, 2005; Ord. 2004-12s § 1, 2004; Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.080 Planning Commission Public Hearing and Recommendation.**

Except for Emergency amendments, the Planning Commission shall conduct its public hearings, receive public comments, and make recommendations on initiated Comprehensive Plan amendments pursuant to Section 2.78.020 of the Pierce County Code. (Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.085 Land Use Advisory Commission Review and Recommendation.**

Except for Emergency amendments and technical correction amendments, the land use advisory commissions may review and make recommendations on initiated Community Plan amendments, Area-Wide Map amendments, Text amendments and Urban Growth Area amendments affecting the represented community. Recommendations shall be made pursuant to the rules in Section 2.45.130 of the Pierce County Code. (Ord. 2005-120s § 1 (part), 2006; Ord. 98-16S § 2 (part), 1998)

**19C.10.086 Pierce County Regional Council Review and Recommendation.**

All initiated Urban Growth Area amendments shall be referred to the Pierce County Regional Council for review and recommendation pursuant to the policies contained in the Pierce County County-Wide Planning Policies. (Ord. 98-16S § 2 (part), 1998)

**19C.10.090 Council Public Hearing.**

Except for Emergency amendments, the County Council shall hold at least one public hearing on initiated Comprehensive Plan amendments in order to receive public comments on such proposals. The requirements of the Pierce County Charter and the Permanent Rules of the Pierce County Council governing the enactment of ordinances shall govern public hearing and notice requirements for Comprehensive Plan amendments. (Ord. 98-16S § 1 (part), 1998; Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.100 Transmittal of Comprehensive Plan Amendments to the State.**

Pursuant to RCW 36.70A.106(3), the Planning and Land Services Department shall notify and transmit copies of initiated Comprehensive Plan amendments to the Washington State Department of Community, Trade and Economic Development at least 60 days prior to anticipated action on the initiated amendments. This transmittal should coincide with the issuance of the Planning and Land Services 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 any Comprehensive Plan amendment adopted by the Council. (Ord. 96-123 § 1 (part), 1996; Ord. 95-27S § 3 (part), 1995)

**19C.10.110 Severability.**

If any provision of this Chapter or its application to any person or circumstance is held invalid, the remainder of the Chapter or the application of the provision to other persons or circumstances shall not be affected. (Ord. 95-27S § 3 (part), 1995)



*Chapter 19C.20*

***PROCEDURES FOR DEVELOPING COMMUNITY PLANS AND  
UPDATES TO COMMUNITY PLANS***

**Sections:**

- 19C.20.010 Authority.**
- 19C.20.020 Purpose.**
- 19C.20.030 Definitions.**
- 19C.20.040 Boundaries.**
- 19C.20.050 Identifying the List of Future Community Plans.**
- 19C.20.060 Criteria for Initiating Development of a New Community Plan.**
- 19C.20.070 Criteria for Initiating an Update to an Existing Community Plan.**
- 19C.20.080 Process for Initiating Development of a New or Updated Community Plan.**
- 19C.20.090 Community Planning Boards.**
- 19C.20.100 Functions of Community Plans.**

**19C.20.010 Authority.**

The Growth Management Act (GMA) provides that a comprehensive plan may include, where appropriate, subarea plans, each of which is consistent with the comprehensive plan (RCW 36.70A.080). Pierce County adopted a Community Plans Element in the County's Comprehensive Plan to coordinate consistency between community plans and the Comprehensive Plan, provide general policies for the formation of new community plans, and identify the basic functions and elements of community plans. (Ord. 98-17 § 1 (part), 1998)

**19C.20.020 Purpose.**

The purpose of this Chapter is to establish the process and criteria for developing new and updated community plans. (Ord. 98-17 § 1 (part), 1998)

**19C.20.030 Definitions.**

- A. "New community plan" means a community plan developed after January 1, 1995, for an area that was not previously covered by an adopted Pierce County subarea plan.
- B. "Community Plan Update" means the initial modification and revision of an existing community plan adopted prior to January 1, 1995, to be consistent with the Comprehensive Plan. The modification or revision of such a community plan after this initial update must be adopted pursuant to the Plan Amendment Procedures found in Chapter 19C.10.

(Ord. 98-17 § 1 (part), 1998)

**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, Title 19A.
- D. The boundaries of community plan areas shall not overlap one another nor shall isolated areas remain between community plan areas.

(Ord. 98-17 § 1 (part), 1998)

### **19C.20.050 Identifying the List of Future Community Plans.**

The list of communities requesting a community plan or demonstrating interest in developing a community plan is found in PCC 19.90.040. Organized citizen groups can request to be added to the list of future community plans. (Ord. 98-17 § 1 (part), 1998)

### **19C.20.060 Criteria for Initiating Development of a New Community Plan.**

The order of development of new community plans shall be based on the criteria set forth in the Community Plans Element (PCC 19A.110.030 B.) of the Pierce County Comprehensive Plan with the addition of further refinements provided below. Each community plan on the list in PCC 19.90.040 shall be evaluated against the following criteria:

- A. existence of a functioning land use advisory commission which has met regularly for at least 6 months prior to initiating community plan development;
- B. existence of established community-based groups representing the broad range of residents, property owners, and business owners in the area;
- C. existence of significant problems (relative to other communities) related to public health and safety issues, including but not limited to the following:
  1. quality and/or quantity of potable water;
  2. impacts from or to surface and ground waters, e.g., flooding impacts from overland flows, poorly draining soils, inadequate water management infrastructure, impacts on water quality of lakes and streams; and
  3. impacts to the vehicular and non-motorized transportation system from existing and new development.
- D. existence of significant problems (relative to other communities) related to community quality of life issues, including but not limited to the following:
  1. adequacy of neighborhood and community parks to serve the community;
  2. protection of wildlife habitat areas;
  3. protection of critical areas (slopes, wetlands, shorelines, etc.) and resource lands (agriculture, mining, and forestry);
  4. adequacy of design standards to insure attractive, livable communities, both residential and commercial/industrial in nature;
  5. impacts of high rates of residential growth;
  6. impacts of high rates of commercial growth;
  7. impacts of industrial development in Employment Center designations.

- E. funding or staff support from cities, towns, tribes, counties, districts, or other governmental agencies; and
- F. community-based funding support.

(Ord. 98-17 § 1 (part), 1998)

**19C.20.070 Criteria for Initiating an Update to an Existing Community Plan.**

Community plans completed prior to the adoption of the 1994 Pierce County Comprehensive Plan include: Parkland-Spanaway, Gig Harbor Community, Summit-Waller, Anderson and Ketron Island. Updates to the Parkland-Spanaway and Gig Harbor Community Plans were initiated pursuant to Resolution R97-94 of the County Council. Updates to the Summit-Waller and Anderson and Ketron Island Plans are needed to be consistent with the 1994 Comprehensive Plan. Upon demonstration that the community supports a community planning process, documented by letters of request from established community groups, these updates should be considered a high priority for initiation. (Ord. 98-17 § 1 (part), 1998)

**19C.20.080 Process for Initiating Development of a New or Updated Community Plan.**

- A. Annually, prior to the consideration of the budget and mission-driven budget objectives for the Planning and Land Services Department, the Executive shall provide the Council with a recommendation to initiate community planning efforts for the next budget cycle. This recommendation shall be based on an estimate of the staff and funding support expected to be available for community planning efforts in the following budget cycle and an evaluation of the listed community plans and requested updates according to the criteria specified in this Chapter.
- B. The Council shall review the Executive's recommendation and confirm which new or updated community plans to initiate.
- C. The County Council shall initiate the development of new community plans or updated community plans by official action. This action shall include a request that the Planning and Land Services Department form a Community Planning Board, representing a broad range of residents, business owners, and organizations with interest in the growth and development of the community.

(Ord. 98-17 § 1 (part), 1998)

**19C.20.090 Community Planning Boards.**

- A. The role of the Community Planning Board shall be to:
  - 1. serve as a sounding board for the community;
  - 2. develop a vision for the community;
  - 3. assist staff in developing policies and actions that reflect the needs, concerns and desires of the community;
  - 4. assist staff in refining the Pierce County Comprehensive Plan to more closely reflect the desires of the community while making sure that these desires are consistent with and support the vision of the entire County; and
  - 5. assist staff in identifying actions necessary to implement the community plan, including: adopting or revising development regulations, identifying priorities for use of public funds on capital improvements, and developing economic or social programs.
- B. The Community Planning Board shall forward a draft community plan to the Planning Commission.

(Ord. 98-17 § 1 (part), 1998)

**19C.20.100 Functions of Community Plans.**

As stated in the Community Plans Element of the Pierce County Comprehensive Plan, the primary role of community plans shall be to:

- A. refine Comprehensive Plan policies to serve community objectives while remaining consistent with the goals and objectives of the overall Comprehensive Plan;
- B. foster and/or retain community character;
- C. serve as a basis for recommending changes to the Development Regulations - Zoning, the Pierce County Comprehensive Plan, and other policy and regulatory documents to achieve the desired character articulated in an adopted community plan. The community plan would also serve as a basis for recommending other action steps which may not be regulatory; and
- D. serve as a basis for joint planning agreements with Pierce County cities and towns, where applicable.

(Ord. 98-17 § 1 (part), 1998)