



PLANNING COMMISSION AGENDA
WEDNESDAY, September 18, 2013
City Council Chambers - Justice and Municipal Center at 5:30 PM

MEMBERS

Grant Sulham **Chair**
Winona Jacobsen **Vice-Chair**
Brandon Frederick
Richards Rawlings
Brad Doll
Dennis Poulsen
David Baus

CITY STAFF

Jason Sullivan, Senior Planner
Debbie McDonald, Planning Commission Clerk

I. CALL TO ORDER, ROLL CALL and NEXT MEETING POLL (October 16, 2013)

II. APPROVAL OF MINUTES

III. PUBLIC HEARING

1. 2015 Comprehensive Plan Periodic Update – Draft Scope of Work and Public Participation Plan.

***Suggested Motion:** "I move to recommend that the City Council adopt Resolution 2320 initiating the periodic update of the City's Comprehensive Plan and adopting the Scope of Work and Public Participation Plan for the periodic update process."*

IV. PUBLIC COMMENT AND CONCERNS

V. NEW BUSINESS

VI. OLD/CONTINUING BUSINESS

1. Training on the Open Public Meetings Act (10/01/2013 from 7:00 p.m. to 9:00 p.m. at the City of Normandy Park Council Chambers).

VII. FOR THE GOOD OF THE ORDER

1. Correspondence
2. Staff Comments
3. Commissioner Comments

VIII. ADJOURNMENT

Next meeting: October 16, 2013

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Community Development Department

Planning Commission Minutes

September 4, 2013 Regular Scheduled Meeting
City of Bonney Lake Council Chambers

DRAFTED

The meeting was called to order at 6:00 P.M.

Planning Commission Present

Grant Sulham, **Chair**
L. Winona Jacobsen, **Vice-Chair**
Brandon Frederick (absent)
Richards Rawlings
Brad Doll
Dennis Poulsen
Dave Baus

City Staff Present

Jason Sullivan, Senior Planner
Debbie McDonald, Commission Clerk

MOTION WAS MADE BY VICE-CHAIR JACOBSEN AND SECONDED BY COMMISSIONER RAWLINGS TO CANCEL THE OCTOBER 2, 2013 REGULAR SCHEDULE MEETING.

MOTION APPROVED 5-0

A poll determined that a majority of Commissioners would be available for the September 18, 2013 Planning Commission meeting.

I. APPROVAL OF MINUTES:

MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER RAWLINGS TO APPROVE THE MINUTES FROM THE AUGUST 7, 2013.

MOTION APPROVED 6-0

II. PUBLIC HEARING: NONE

III. PUBLIC COMMENT AND CONCERNS: NONE

IV. NEW BUSINESS:

Training on Open Public Meetings Act

Mr. Sullivan will not be in town to attend the meeting on October 2, 2013. Asked the Commission if they would like to cancel the meeting and attend the training on October 1, 2013, "Overview on Open Public Meetings Act." Commissioners Doll, Poulsen, Baus and Rawlings would all like to attend the workshop.

Zoning of the "Thumb" and North of Eastown

Mr. Sullivan explained the process of how only Pierce County can assign or expand a UGA (Urban Growth Area). The City needs to prove there is not enough UGA in the County. If the City can swap out with another City. One way is if the City of Bonney Lake swaps with the City of Gig Harbor for this could expand the City's UGA, by doing this the numbers stay the same within the Pierce County. We have met with Pierce County and asked for them to update their Comp Plan to show the City of Bonney Lake annexing in the area South of South Prairie Rd. They would just be identifying the area to be annexed does not mean the City would annex that area right away.

Vice-Chair Jacobsen asked if the City was still looking at annexing in Tehaleh.

Mr. Sullivan responded that not at this time.

V. OLD/CONTINUING BUSINESS: NONE

Shoreline Master Plan (SMP) Update

Mr. Sullivan updated the Commissioners on the status of the SMP and how it is near completion. The comments he provided are from the State Department of Ecology. The Public Hearing date has been set for October 16th. Will take the final recommendations to City Council for adoption. Once the Plan is adopted by City Council then it goes back to the State for their public hearing. Cascade Water Alliance (CWA) and Department of Ecology (DOE) are battling over the flume and whether it should be exempt from the SMP.

Commissioner Rawlings asked if CWA and DOE to battle it out, will that delay the approval of the SMP?

Mr. Sullivan responded if CWA appeals the DOE decision then it will delay the SMP approval.

VI. FOR THE GOOD OF THE ORDER:

Correspondence – NONE

Staff Comments – Mr. Sullivan reminded Commissioners there will be two public hearings at the September 18, meeting.

Commissioner Comments – Vice-Chair Jacobsen reminded Commissioners of Beautify Bonney Lake on September 21, and then the Milotte Film Festival is on October 19th, from 11-4.

VI. ADJOURNMENT:

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER
FREDERICK TO ADJOURN.**

MOTION APPROVED 6-0

The meeting ended at 6:46 P.M.

Debbie McDonald, Planning Commission Clerk

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RESOLUTION NO. 2320

A RESOLUTION OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON INITIATING THE PERIODIC UPDATE OF THE BONNEY LAKE COMPREHENSIVE PLAN AND ADOPTING THE SCOPE OF WORK AND PUBLIC PARTICIPATION PLAN FOR THE PERIODIC UPDATE.

WHEREAS, RCW 36.70A.130(4) requires the City of Bonney Lake to review and revises, if needed, its Comprehensive Plan and development regulations by June 30, 2015 to ensure compliance with the Growth Management Act (GMA) – Chapter 36.70A RCW; and

WHEREAS, RCW 36.70A.140 requires that each jurisdiction establish a public participation plan providing for early, broad, and continuous public participation during the periodic update process; and

WHEREAS, the Scope of Work identifies proposed changes to the existing Comprehensive Plan and provides a strategy for accomplishing the periodic update of the Comprehensive Plan;

WHEREAS, notice of the public hearing was given to the public in accordance with law and a public hearing was held by the Planning Commission on September 18, 2013, and all persons wishing to be heard were heard; and

WHEREAS, the Bonney Lake Planning Commission has reviewed the Scope of Work and Public Participation Plan and recommended that the document be adopted by the City Council; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Bonney Lake adopts the Scope of Work and Public Participation Plan (Attachment A) as the work plan for the required periodic update of the Bonney Lake Comprehensive Plan to be completed no later than June 30, 2015.

BE IT FURTHER RESOLVED, that the City staff is directed to complete Phase 2 of the Scope of Work – the Consistency Review and prepare a report identifying all mandatory changes to the City’s comprehensive plan that are required to ensure compliance with the Growth Management Act, Vision 2040, and the County-wide Planning Policies.

PASSED by the City Council and approved by the Mayor this ____ day of _____, 2013.

Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

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BONNEY LAKE 2035
2015 Comprehensive Plan Periodic Update
DRAFT SCOPE OF WORK AND PUBLIC PARTICIPATION PLAN

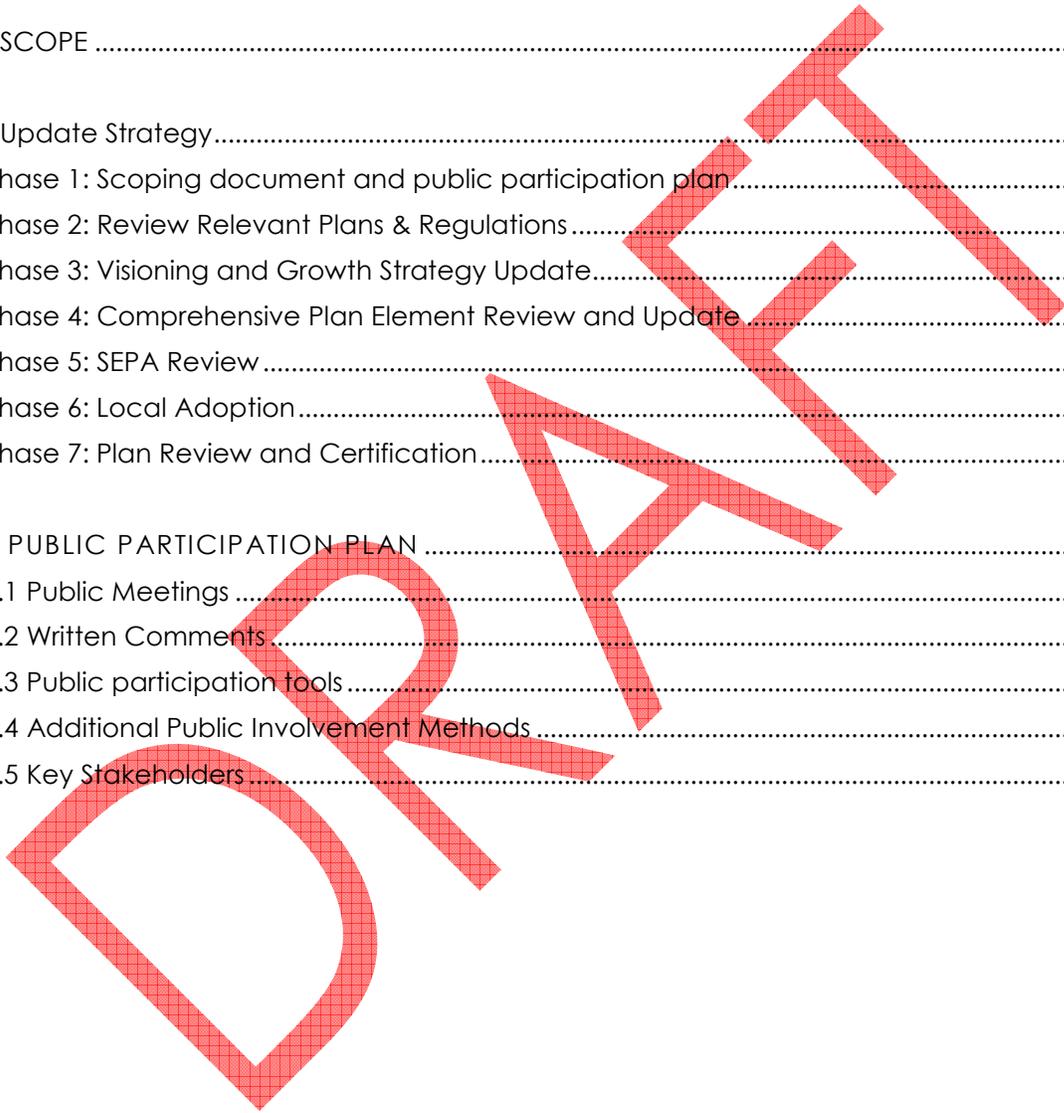
Jason Sullivan
Senior Planner
Community Development Department

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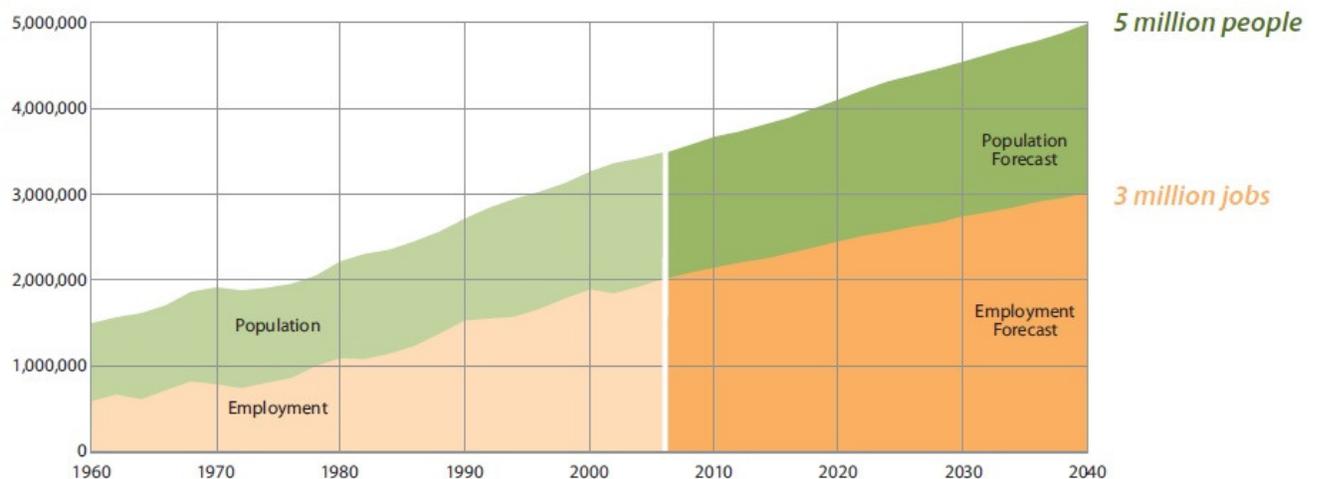
1.0 INTRODUCTION

Bonney Lake's Comprehensive Plan is the City's official statement concerning its vision for future growth and development. It identifies goals, policies, and strategies for maintaining the health, welfare, and quality of life of Bonney Lake's residents. The Comprehensive Plan is comprised of numerous individual elements addressing land use, neighborhoods, housing, transportation, cultural resources, parks, utilities, capital facilities, and the environment.

The City of Bonney Lake is required to review and, if needed, update its comprehensive plan and development regulations to ensure compliance with the Washington State Growth Management Act (GMA), Chapter 36.70A RCW, by June 30, 2015 pursuant to RCW 36.70A.130. This periodic review and update of the City's comprehensive plan and development regulations is necessary to ensure that the City's comprehensive plan and development regulations reflect current laws, local needs and goals, and new data.

The need for the periodic update is also driven by the expected population and employment growth in the Puget Sound region which is expected to reach nearly five million people and three million jobs by 2040.

Historic and Forecast Growth



Source: Puget Sound Regional Council, Vision 2040 pg. 3, www.psrc.org

King County is expected to receive the largest share of the forecast growth; however, if trends over the last 30 years continue to hold, an increasing share of the growth is likely to be absorbed by cities in Kitsap, Pierce and Snohomish counties. As a result, the population of City of Bonney Lake is expected to more than double by 2035 placing considerable demands on the City's existing infrastructure, natural resources, and land supply.

The comprehensive plan is needed to guide the expected community growth in a manner that protects environmental resources, enhances the quality of life of the City's residents, promotes vibrant commercial districts, and protects existing residential neighborhoods.

1.1 BACKGROUND

In 1990, the state of Washington passed legislation commonly referred to as the “Growth Management Act (GMA) which was codified as Chapter 36.70A RCW.” The legislature in adopting the GMA found that “uncoordinated and unplanned growth, together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by residents of this state.”

As part of the GMA, the legislature adopted thirteen goals to guide the development of a new framework for local land use planning and regulation. These goals include: encouraging urban growth, reducing sprawl, promoting efficient transportation, ensuring availability of affordable housing, encouraging economic development, protecting property rights, timely permit processing, maintaining natural resource industries, retaining open space and recreation opportunities, protecting the environment, ensuring public participation and coordination between adjacent jurisdictions, providing adequate public facilities and services, and the preservation of sites of historical and archaeological significance. While all the goals of the Growth Management Act should be pursued in local Comprehensive Plans, it is up to each community to determine how to best balance these goals. However, the GMA does establish requirements that all local comprehensive plans and development regulations are to achieve.

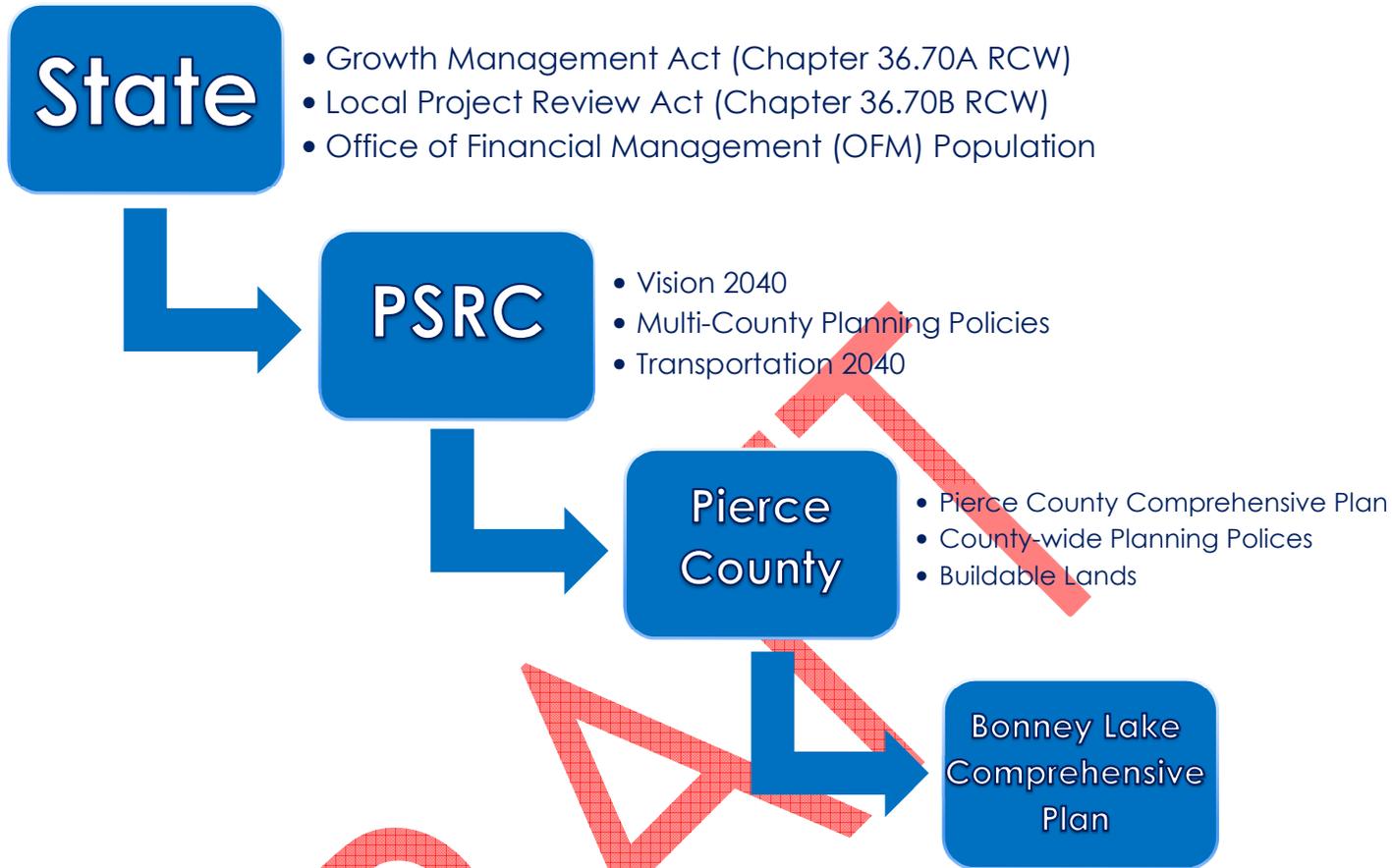
The City's Comprehensive Plan has been amended on an annual basis as permitted by state law, since its initial adoption in 1995. In addition to these regular amendments, the Growth Management Act (GMA) requires counties and cities to periodically conduct a thorough review of their plans and regulations to bring them in line with any relevant changes in the GMA, and to accommodate updated growth targets. Bonney Lake last completed a “periodic update” in 2004.

1.2 PROJECT OVERVIEW

The GMA directs that the City take legislative action to review and, if needed, revise the Bonney Lake Comprehensive Plan and the Bonney Lake Municipal Code (BLMC) to ensure compliance with any new amendments to the GMA no later than June 30, 2015. This review and update process is intended to ensure that the plan and regulations continue to comply with the GMA.

The Puget Sound Regional Council (PSRC) adopted new multi-county planning policies (MPPs) in 2008 as part of Vision 2040. These policies apply to King, Kitsap, Pierce, and Snohomish counties and the cities within them. These counties amended their county-wide planning policies (CWPPs) to be consistent and implement the MPPs. Jurisdictions in those counties must now ensure that their comprehensive plans are consistent with both the MPPs and CWPPs.

The figure below summarizes the hierarchical process inherent in the period update from the state level down to the regional and county and individual city level.



1.3 ASSUMPTIONS

Assumption 1. The City of Bonney Lake Comprehensive Plan is amended annually with consideration given to state, regional, and county-wide policies. Therefore, the foundation of the existing Comprehensive Plan is still relevant and appropriate.

Assumption 2. The Comprehensive Plan has grown to 12 elements. While the foundation of the existing Comprehensive Plan is still relevant and appropriate, the existing Comprehensive Plan elements were adopted over time without a consistent format or design so each Chapter will be reformatted and streamlined by removing redundant the policies.

Assumption 3. No additional staff or other resources will likely be available for the project. The project will likely be undertaken and completed by existing staff and a project team including representatives from other City Departments as well as public involvement. Consultants will be used to support to the update of the transportation plan and may be required to update the economic, water, and sewer plans.

Assumption 4. Though the Comprehensive Plan has been in effect since 1995, it is likely that the public, as well as other City Departments, are not familiar with the basic goals, purpose, and content of the Comprehensive Plan and some work will be required to provide educational and background materials on the Growth Management Act, Vision 2040 and the Bonney Lake

Comprehensive Plan. This is an opportunity to perform outreach on the role and function of the Comprehensive Plan.

Assumption 5. The Draft Environmental Impact Statement (DEIS) and Final Environmental Impact Statement (FEIS) for the current Comprehensive Land Use Plan were issued on July 1, 1994 and November 18, 1994, respectively. The DEIS and FEIS provided extensive analysis of the environmental impacts associated with implementing the 1995 Comprehensive Plan. Therefore given the nature of the likely changes a new EIS is not expected. In order to comply with SEPA, it is likely that an Addendum or Supplemental EIS may have to be issued to modify or clarify items in the original DEIS and FEIS.

2.0 SCOPE

The GMA does not exempt any portion of a comprehensive plan or development regulation from being subject to review and evaluation as part of the required period update. Annual amendments made to a Comprehensive Plan typically focus on specific sections or changes, but the periodic update is required to assess the plan as a whole. The primary purpose of the review will be to determine whether updates are necessary to address amendments to the GMA.

Component	Last Updated	Summary of Primary Update Topics
General		<ul style="list-style-type: none"> • Amendments required because of changes to the Growth Management Act. • Amendments required to be consistent with Vision 2040, the Multi-County Planning Policies and other regional planning documents. • Amendments required to extend the planning horizon to the year 2035. • Amendments required to be consistent with the County-Wide Planning Policies. • Amendments to reflect City actions since the last update and Council direction from recent or current studies. • Strategies to achieve the goals and implement the policies of the comprehensive plan will be added to each element as needed • All elements will be reviewed and updated as needed for basic internal and external consistency. • Each chapter will be reformatted so that there is a unifying theme for the entire comprehensive plan and consistent layout for each chapter. • Redundant policies will be removed to streamline the comprehensive plan.
Community Character Element	2004	<ul style="list-style-type: none"> • Review vision – lasted updated in 2004. • Ensure goals and policies support vision. • Move Downtown Sub-Area Plan to separate element.

Natural Environment	2004	<ul style="list-style-type: none"> Review to ensure policies protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. Ensure policies include the best available science (BAS) to protect the functions and values of critical areas, and give "special consideration" to conservation or protection measures necessary to preserve or enhance anadromous fisheries. Remove policies related to shorelines given addition of separate shoreline element.
Land Use Element	2004	<ul style="list-style-type: none"> Update capacity analysis, demographics and other statistical information as needed – lasted updated in 2004. Revisions to land use designations as needed. Revisions to the goals and policies as needed. Establish 2035 Growth Targets
Housing Element	2004	<ul style="list-style-type: none"> Update analysis, demographics, and other statistical information as needed – lasted updated in 2004. Update goals and policies as needed
Transportation Element	2006	<ul style="list-style-type: none"> Complete rewrite
Parks Element	2011	<ul style="list-style-type: none"> Update capacity analysis, demographics, valuation of parks, level of service, and other statistical information as needed to reflect the 2035 planning horizon. Update the Rate Study for Park Impact fees as necessary
Utilities Element	2009	<ul style="list-style-type: none"> Determine if funds will fall short for needed capital facilities. Review Sewer and Water Plans to ensure growth projects are consistent with growth projection in the Land Use Element Update as required to ensure consistency. Update polices and background information
Capital Facilities Element	2010	<ul style="list-style-type: none"> Determine if funds will fall short for needed capital facilities. Update inventory of existing capital facilities owned by public entities (i.e. location, capacities, etc.) and forecast for future facility needs.
Economic Development Element	2005	<ul style="list-style-type: none"> Complete rewrite Rename – Economic Vitality Element
Eastown Element	2011	<ul style="list-style-type: none"> Update Map Streets Other Updates as needed
Midtown Element	2011	<ul style="list-style-type: none"> Update as needed
Downtown Element	2004	<ul style="list-style-type: none"> Move Downtown Sub-Area plan out of the Community Character Element. Review and update as needed – subarea plan was last review and updated in 2004
Shoreline Element	New	<ul style="list-style-type: none"> New element being added as part of the SMP update, no modifications proposed.

Cultural Resources Element	2011	<ul style="list-style-type: none"> Update as needed
Healthy Active Living Element	New	<ul style="list-style-type: none"> New element being added to comply with the requirement that considers planning approaches increase physical activity as required by RCW 36.70A.070(1) and WAC 365-196-405 (2)(j).
Development Regulations		<ul style="list-style-type: none"> Add regulations for Electrical Vehicle Charging Stations required by RCW 36.70A.695 Update Subdivision Code to reflect new preliminary plat expiration timeframes Updated Concurrency Code to extend the timeframe for expending or encumbering impact fees from six years to ten years. Other changes as necessary to comply with update checklist and to implement the comprehensive plan.

3.0 UPDATE STRATEGY

PHASE 1: SCOPING DOCUMENT AND PUBLIC PARTICIPATION PLAN

Intent: To develop a scope of work and public participation plan in collaboration with the Planning Commission and City Council to ensure alignment of policy and public participation goals and priorities between staff, Commissioners, and Councilmembers.

Outcomes: Resolution adopting the Scope of Work and Public Participation Plan by the City Council

Completed: September 2013.

PHASE 2: CONSISTENCY REVIEW

Intent: The City of Bonney Lake Community Development Department will conduct a preliminary evaluation of the City's comprehensive plan and development regulations for GMA compliance. This will mainly be accomplished through the use of the Washington State Department of Commerce's Comprehensive Plan Periodic Update Checklist and the PSRC – Plan Review Manual.

Outcomes: Comprehensive Plan Assessment and Consistency Report – Utilizing Commerce's Comprehensive Plan Periodic Update Checklist and PSRC Plan Review Toolkit and Manual

Completed: November 2013.

PHASE 3: VISIONING AND GROWTH STRATEGY UPDATE

Intent: Articulate a clear vision for how the City of Bonney Lake will look, function, and perform in the year 2035 with a strategy for accommodating and attracting population and employment growth in accordance with regional allocations.

Outcomes: Update community economic profile, Buildable Lands Capacity, Updated Community Character Element, Updated Land Use Designation maps, Updated Land Use Element, and New Economic Vitality Element

Completed: April 2014.

PHASE 4: COMPREHENSIVE PLAN ELEMENT REVIEW AND UPDATE

Intent: To develop a more usable, integrated and communicative Plan that fully implements the Vision and Growth Strategy, Growth Management Act, Multi-County Planning Policies, and County-wide Planning Policies.

Outcomes: Amended elements consistent with adopted Vision and Growth Strategy, Growth Management Act, Multi-County Planning Policies, and County-wide Planning Policies

Completed: December 2014.

PHASE 5: SEPA REVIEW

Intent: Conduct SEPA review analyzing environmental consequences that would result from the proposed changes.

Outcomes: EIS Addendum or Supplemental EIS

Completed: February 2015.

PHASE 6: LOCAL ADOPTION

Intent: Adopt an Ordinance approving the 2015 Comprehensive Plan and completing the Period Update.

Outcomes: 2015 Comprehensive Plan

Completed: June 2015.

PHASE 7: PLAN REVIEW AND CERTIFICATION

Intent: The Growth Management Act (GMA) emphasizes intergovernmental coordination and consistency. The PSRC Policy and Plan Review Process is designed to further regional coordination and to satisfy requirements in the GMA to certify countywide planning policies and the transportation-related provisions in local comprehensive plans.

Certification is a requirement for jurisdictions and agencies that intend to apply for PSRC funding.

Outcomes: Completed Reporting Tool and Certification of Plan

Completed: December 2015.

4.0 PUBLIC PARTICIPATION PLAN

The City is required pursuant to RCW 36.70A.140 to develop a, "... public participation program identifying procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans. The procedures shall provide for broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments."

Public participation is also very important and effective tool to balance competing interests and needs that are inherent in land use decision making processes. It is important that information be made available so any interested person can understand the materials and participate. The City will encourage participation in several ways. Opportunities for public involvement will be provided throughout the 2015 Comprehensive Plan Periodic Update to encourage early and continuous public participation. The following steps will be taken to provide information to the public and to encourage citizen involvement:

4.1 PUBLIC MEETINGS

General and formal opportunities for public comment regarding the City of Bonney Lake's Comprehensive Plan Periodic Update will be provided at public meetings and hearings. Public meetings and hearings will include, but are not limited, to:

- **Planning Commission:** The Bonney Lake Planning Commission is the primary means for citizen involvement in the Comprehensive Plan update. The Commission is a seven member citizen advisory body responsible for advising the City Council on all land use matters. The public will be notified of Planning Commission meetings through notices and information on the City's website. The Commission will review draft policies and text sections of the Comprehensive Plan as they are developed. The draft revisions will be widely circulated prior to public hearings conducted by the Planning Commission. The Commission will review public testimony and make final modifications to proposed revisions before making recommendations to the Council.
- **Bonney Lake Parks Board:** The Parks Board will receive updates on this project. Park Board meetings are regularly scheduled and open to the public with opportunities for the public to speak at each meeting on both agenda items and non-agenda items. The focus will be to brief the Board on any draft documents, update the Board on the status of the project, discuss concerns or recommend modifications to draft documents, and respond to Board questions.
- **Bonney Lake Design Commission:** The Design Commission will receive updates on this project. Design Commission briefings will be more general in nature.
- **Community Development Committee:** The Community Development Committee (CDC) and Economic Focus Group of the CDC will provide guidance on critical issues throughout the update process. CDC meetings are open to the public.

- **City Council Meetings/Hearings:** The City Council will conduct at least one public hearing to gather and consider public input on the Comprehensive Plan Periodic Update completion resolution and any other proposed amendments. The Hearings will be scheduled at a yet to be determined date. Public notice of the hearing will state explicitly that the hearing will be the final opportunity for public comment on what plan provisions and regulations are needed to be revised for GMA compliance.

4.2 WRITTEN COMMENTS

Written comments are welcome throughout the Comprehensive Plan Periodic Update review. Opportunities for formal public comment at key points of the planning process will be provided at public hearings before the Planning Commission and the City Council. All written comments submitted by mail, e-mail, or fax should be sent to:

City of Bonney Lake
Community Development Department
Attn: Jason Sullivan, Senior Planner
P.O. Box 7380
Bonney Lake, WA 98391-0944
Fax: (253) 862-1116 / Email: sullivanj@ci.bonney-lake.wa.us

4.3 PUBLIC PARTICIPATION TOOLS

City of Bonney Lake will use a variety of methods to inform the public about upcoming public meetings, availability of relevant planning documents and reports, and important milestones related to the 2015 Comprehensive Plan Periodic Project including, but not limited to:

- **Website:** City of Bonney Lake will establish a web site for the project where interested community members may go to for status updates, reports, meeting notices and agendas, and other project information.
- **Social media:** Use of social media tools including Facebook, Twitter, RSS feeds, Bonney Lake Patch, and similar internet social network tools.
- **Mailing List:** City of Bonney Lake will maintain a list of interested persons and organizations to receive notices of scheduled public meetings. Notice will be provided either by mail or email. Individuals and organizations interested in being on the mailing list should contact Jason Sullivan, Senior Planner by email at sullivanj@ci.bonney-lake.wa.us or by phone at (253) 447-4355.
- **News Releases:** City of Bonney Lake will issue news releases announcing public meetings, hearings, and comment periods to local media including, but not limited to, Bonney Lake Courier-Herald and Bonney Lake Patch.
- **Hearings-Decisions:** Public notice of all public hearings and any decisions regarding the review and update of the comprehensive plan development regulations will be published

under “Legals” in the Bonney Lake Courier-Herald classified section. Public notification of all hearings will be provided at least 15 days before the date of the hearing. The notice shall include the date, time, location and purpose of the hearing.

- **Local Information Repositories:** Copies of the public participation plan, comprehensive plan, development regulations, staff reports, decision documents, and other project information will be made available locally for public review at City Hall.
- **Access to Staff:** The City will have staff available to answer questions and provide information regarding the Comprehensive Plan Periodic Update. Staff may also be available to meet with civic groups, as work schedules allow.

4.4 ADDITIONAL PUBLIC INVOLVEMENT METHODS

In addition to the public participation procedures described above, the City of Bonney Lake may utilize the following means to increase public involvement and to disseminate information:

- **Additional Meetings:** In addition to the meeting outlined in Section 4.3, the City may elect to hold additional meetings if it is determined that more meetings are needed to provide project information and/or provide additional opportunities for gathering public comments and public participation.
- **Online Surveys:** Implementation of online surveys to gather public opinion on the Comprehensive Plan Periodic Update and the Bonney Lake Municipal Code. The online surveys shall be publicized on the City's website and social media outlets, as well as the Bonney Lake Courier Herald.
- **Utility Billings:** Utilization of water/sewer billings as another means to provide meeting notice.
- **Local News Media:** The City will strive to work with local news media (Bonney Lake Courier-Herald) to disseminate information related to the Comprehensive Plan Periodic Update. Examples of potential outreach activities through the local news media may include, but are not limited to: interviews of key staff and elected officials focus articles, and public forums. The City may consider placing a half-page ad in the Bonney Lake Courier-Herald advertising the process.
- **Community and Neighborhood Groups:** The City of Bonney Lake may send out fliers or informational mailers to known Home Owner Association (HOA) groups throughout the City.

4.5 KEY STAKEHOLDERS

A variety of groups and agencies may have interest in the update of Bonney Lake's Comprehensive Plan. The City will notify key stakeholders of meeting dates, draft materials, and public hearing dates throughout the Comprehensive Plan update process. These key stakeholders can be categorized as follows:

- **Adjacent Jurisdictions:** City of Sumner, City of Puyallup, City of Orting, City of Buckley, City of South Prairie, City of Auburn, Pierce County Public Works, and Pierce County Planning and Land Services, Pierce County Parks and Recreation.
- **Regional Organizations:** Puget Sound Regional Council, Pierce County Regional Council, and Tacoma-Pierce County Public Health
- **State agencies:** Washington State Department of Commerce, Washington State Department of Ecology, Washington State Department of Transportation, Washington Department of Fish and Wildlife, Washington State Department of Archeology and Historic Preservation, Washington State Department of Natural Resources, and Washington State Department of Health.
- **Tribal governments:** Chehalis Confederated Tribes, Chinook Indian Nation, Coeur d'Alene Tribe, Colville Confederated Tribes, Confederated Tribes and Bands of the Yakama Nation, Confederated Tribes of the Grande Ronde, Confederated Tribes of the Umatilla Indian Reservation, Confederated Tribes of Warm Springs, Cowlitz Indian Tribe, Duwamish Tribe, Hoh Indian Tribe, Jamestown S'Klallam Tribe, Kalispel Tribe, Kikiallus Indian Nation, Lower Elwha Klallam Tribe, Lummi Nation, Makah Tribe, Marietta Band of the Nooksack Tribe, Muckleshoot Tribe, Nez Perce Tribe, Nisqually Tribe, Nooksack Tribe, Port Gamble S'Klallam Tribe, Puyallup Tribe, Quileute Tribe, Quinault Nation, Samish Tribe, Sauk-Suiattle Tribe, Shoalwater Bay Tribe, Skokomish Tribe, Snohomish Tribe, Snoqualmie Nation, Snoqualmoo Tribe of Indians, Spokane Tribe, Squaxin Island Tribe, Steilacoom Indian Tribe, Stillaguamish Tribe, Suquamish Tribe, Swinomish Indian Tribal Community, Tulalip Tribes, Wanapum Tribe, and Upper Skagit Tribe.
- **Public Agencies:** Sound Transit, Sumner School District, White River School District, Cascade Water District, Tacoma Public Utilities, Puget Sound Energy, Pierce Transit, Valley Water District, and East Pierce Fire and Rescue.
- **Business Groups and Trade Organizations:** Bonney Lake Chamber of Commerce, Master Builders Association of Pierce County, Tacoma-Pierce County Association of Realtors, and Association of Washington Business.
- **Environmental Organizations and Conservation Groups:** Futurewise, Washington Environmental Council, Sierra Club, Tahoma Audubon Society, Tacoma Chapter – Trout Unlimited, National Wildlife Federation – Fennel Creek Habitat Team, Forterra, and Trust for Public Land.
- **Historic Preservation Groups:** Bonney Lake Historical Society, Washington Trust for Historic Preservation, Oregon-California Trails Association, Heritage League of Pierce County.
- **Housing Groups:** Sea Mar, Tacoma/Pierce County Affordable Housing Consortium, and Washington Low Income Housing Alliance.

- **Non-motorized Transportation Groups:** Coalition for Active Transportation – Pierce County and Foothills Rails to Trails Coalition

In addition to the above list of agencies or organizations, any individual or other group that request to be added to the notification list will be added and sent notices as discussed above.

DRAFT

Jason Sullivan

From: Scott W. Anderson <uoscott@comcast.net>
Sent: Thursday, August 29, 2013 1:58 PM
To: Jason Sullivan
Subject: 2015 Comprehensive Plan Period Update

Could you please add me to the list of those wishing to receive future notices concerning the above?

Thank you very much.

Scott Anderson
9901 197th Ave E.
Bonney Lake, WA 98391
(253) 891-3815
uoscott@comcast.net

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Jason Sullivan

From: Bolotin, Leah <BolotiL@wsdot.wa.gov>
Sent: Monday, September 02, 2013 1:03 PM
To: Jason Sullivan
Subject: RE: City of Bonney Lake - Comprehensive Plan Periodic Update
Attachments: WSDOT Resources for Local Planning TE Element Updates Spring 2013.doc;
CommunityPlanningPortalFolioGeneralFinal71713.pdf

Hi Jason,

I like your public involvement plan.

Please feel free to involve me in the TE update if you think that would be helpful.

I will be the reviewer for the whole update when it comes out, but will be looking most closely at that element of course.

It might be easier to involve me up-front rather than wait until you've finalized a draft and then get comments back.

I am including two resource documents with a lot of links that may be helpful.

I would particularly draw your attention to the GIS portal, which will allow you to easily update all of the state facility data required in the TE.

Please call if you want to discuss or have any questions.

Good luck,

Leah

Leah Bolotin, AICP

Senior Planner

[WSDOT Community Transportation Planning Office](#)

p. 206-464-1264

From: Jason Sullivan [mailto:SullivanJ@ci.bonney-lake.wa.us]
Sent: Wednesday, August 28, 2013 12:28 PM
Subject: City of Bonney Lake - Comprehensive Plan Periodic Update

To Whom it May Concern:

You or your agency are receiving this email because the City of Bonney Lake considers you or your agency a possible interested party and/or key stakeholder for the periodic update of the *City of Bonney Lake Comprehensive Plan* required to be completed by June 30, 2015.

The purpose of this email is to provide the attached notice of a public hearing to be held by the Bonney Lake Planning Commission on September 18, 2013 at 5:30 PM in the Bonney Lake Council Chambers located in the Justice and Municipal Center (9002 Main St. E., Bonney Lake WA 98391). The purpose of the public hearing is to consider Resolution 2320 initiating the periodic update and adopting the following document: *2015 Periodic Update - Scope of Work and Public Participation Plan*. More information and the referenced documents are available on the following webpage setup for the 2015 Periodic Update:

www.citybonneylake.org/planning/compplanupdates

If you have questions or comments regarding the periodic update, please contact me by email at sullivanj@ci.bonney-lake.wa.us or by phone at (253) 447-4355. For all emails related to the periodic update – please add the following to the subject line of the email “Bonney Lake 2015 Periodic Update.” Written correspondence can also be faxed to my attention at (253) 862-1116 or sent to the following address:

City of Bonney Lake
Community Development Department
Attn: Jason Sullivan
P.O. Box 7380
Bonney Lake, WA 98391-0944

If you or your agency do not want to continue receiving notices from the City of Bonney Lake regarding the 2015 Comprehensive Plan Periodic Update, please reply to this email with a request to be remove from the City's notification list.

Sincerely,

Jason Sullivan | Senior Planner | City of Bonney Lake

9002 Main Street E | Suite 300 | Bonney Lake, WA 98391

Phone: (253) 447-4355 | Fax: (253) 862-1116

<http://www.ci.bonney-lake.wa.us> | SullivanJ@ci.bonney-lake.wa.us

 Please consider the environment before printing this email.

Jason Sullivan

From: Amy Pow <APow@tpchd.org>
Sent: Thursday, September 12, 2013 4:03 PM
To: Jason Sullivan
Cc: Frank DiBiase
Subject: Bonney Lake 2015 Periodic Update

Hi Jason,

Thanks for sharing your comprehensive plan update scope of work and public participation plan document. It's nicely presented and easy to read.

Tacoma-Pierce County Health Department is pleased to partner with you in the process as one of your identified stakeholders to integrate health into the plan update. We can bring resource to help you reach out to your underserved populations who have limited access to internet and other traditional ways of communication. If you wish to take advantage of this, please let me know as soon as possible. This Department in collaboration with the Community transformation Partnership had helped Puyallup in their process to reach out to their seniors with survey intakes etc.

As I read through your scope of work, it's not totally clear how you address the "Health and Well-being" element of the Countywide Planning Policies. Do you intend to:

- Address health throughout all elements? If so, perhaps you may wish to add specific bullets related to healthy communities under individual element, such as "Strengthen Placemaking" under Community Character or Parks and Recreation. Or,
- Add an optional element similar to Des Moines? If so, perhaps one simple way is to extend the scope of "Active Living" to rename "Health and Well-being" or "Community Health" to cover other aspects of healthy communities besides physical activity, such as: healthy eating, safety, and access to opportunities, etc.

I'm glad to share with you some of demographics and health data unique to your city; and at the same time, navigate through the recently-launched TPCHD toolbox to address the city's health issues (www.tpchd.org/HealthyCommunityPlanningToolbox). I'm available to meet with you and your Director after next week. Here're some options:

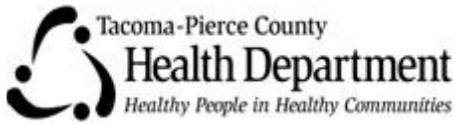
- Tuesday the 24th between 1:30 and 3:30 pm
- Wednesday 25th between 9 am to noon
- Friday 27th between 9 am to noon

Please let me know if any of the above times will work for you. Thanks,
Amy

Amy Pow, MCIP

Built Environment Liaison
(253) 798-6456 • apow@tpchd.org
www.tpchd.org/PlanningForHealthyCommunities
www.tpchd.org/HealthyCommunityPlanningToolbox

Shaping Sustainable and Smart Built Environments to Support Healthy Communities



This e-mail and any attachments may contain confidential and privileged information. It has been scanned for viruses. If you are not the intended recipient, please notify the sender immediately by return e-mail, delete this e-mail and destroy any copies.



Memo

Date : September 18, 2013
To : Mayor and City Council
From : Grant Sulham, Planning Commission Chair
Re : **Resolution 2320 – Initiating the 2015 Periodic Update**

The City of Bonney Lake is required to review and, if needed, update its comprehensive plan and development regulations to ensure compliance with the Washington State Growth Management Act (GMA), Chapter 36.70A RCW, by June 30, 2015 pursuant to RCW 36.70A.130. This periodic review and update of the City's comprehensive plan and development regulations is necessary to ensure that the City's comprehensive plan and development regulations reflect current laws, local needs and goals, and new data. The GMA does not exempt any portion of a comprehensive plan or development regulation from being subject to review and evaluation as part of the required period update. Annual amendments made to a Comprehensive Plan typically focus on specific sections or changes, but the periodic update is required to assess the plan as a whole.

In order to commence with this required periodic update, City staff prepared Resolution 2320 to officially initiate the review process. Staff also prepared the *2015 Comprehensive Plan Periodic Update Scope of Work and Public Participation Plan* (Scope of Work and PPP) to identify and guide the work that will be completed as part of the update process and establish the public participation plan to ensure early and continuous public participation during the update of the comprehensive plans and development regulations as required by RCW 36.70A.140.

The draft version of the Scope of Work and PPP was initially reviewed by the Planning Commission on August 7, 2013. Following this review, City staff provided notices to 113 agencies or individuals, posted notices at the official posting locations, and provided notices on social media sites (Facebook, Twitter, Bonney Lake Blog, Bonney – Sumner Patch) that the Planning Commission would hold a public hearing on September 18, 2013 to consider and make recommendations on Resolution 2320 to and the Scope of Work and PPP.

At the September 18, 2013 meeting, the Planning Commission held public hearing and voted **X-X-X** to recommend that the City Council adopt Resolution 2320 initiating the periodic update of the City's Comprehensive Plan and adopting the Scope of Work and PPP for the periodic update process.