



**PLANNING COMMISSION AGENDA**  
**WEDNESDAY, March 5, 2014**  
**City Council Chambers - Justice and Municipal Center at 5:30 PM**

**MEMBERS**

Grant Sulham – Chair  
Winona Jacobsen – Vice Chair  
Brad Doll  
Dennis Poulsen  
David Baus  
Debbie Strous-Boyd  
Craig Sarver

**CITY STAFF**

Jason Sullivan, Senior Planner  
Debbie McDonald, Planning Commission Clerk

- I. CALL TO ORDER, ROLL CALL and NEXT MEETING POLL** (March 19, 2014)
- II. ELECTION OF CHAIR AND VICE CHAIR**
- III. APPROVAL OF MINUTES**
- IV. PUBLIC HEARING** (None)
- V. PUBLIC COMMENT AND CONCERNS**
- VI. OLD/CONTINUING BUSINESS**
- VII. NEW BUSINESS**
  1. Planning Commission By-Laws
  2. 2015 Comprehensive Plan Update – Community Survey
  3. Growth Management Coordinating Committee (GMCC) Meeting
    - a. Centers of Local Importance Checklist
    - b. Annexation Policies
- VIII. FOR THE GOOD OF THE ORDER**
  1. Correspondence
  2. Staff Comments
  3. Commissioner Comments
- VIII. ADJOURNMENT**

**Next meeting:** March 19, 2014

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Community Development Department

## Planning Commission Minutes

February 05, 2014 Regular Scheduled Meeting  
City of Bonney Lake Council Chambers

DRAFTED

The meeting was called to order at 5:30 P.M.

### **Planning Commission Present**

Grant Sulham, **Chair**  
L. Winona Jacobsen, **Vice-Chair**  
Brandon Frederick  
Brad Doll  
Dennis Poulsen  
Dave Baus  
Debbie Strous-Boyd  
Vacant

### **City Staff Present**

Jason Sullivan, Senior Planner  
Debbie McDonald, Commission Clerk

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER BAUS TO RE-ELECT CHAIR SULHAM AND VICE CHAIR JACOBSEN FOR 2014.**

**MOTION APPROVED 5-0**

### **I. APPROVAL OF MINUTES:**

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY VICE-CHAIR JACOBSEN TO APPROVE THE MINUTES FROM THE DECEMBER 11, 2013 MEETING WITH MINOR CORRECTIONS.**

**MOTION APPROVED 5-0**

**MOTION WAS MADE BY VICE-CHAIR JACOBSEN AND SECONDED BY COMMISSIONER DOLL TO EXCUSE COMMISSIONER BAUS FOR THE JOINT STAFF MEETING ON JANUARY 7, 2014 FOR BEING ABSENT.**

**MOTION APPROVED 5-0**

### **II. PUBLIC HEARING: NONE**

### **III. PUBLIC COMMENT AND CONCERNS: NONE**

**IV. NEW BUSINESS:**

*2015 Comprehensive Plan Update-Consistency Report*

Mr. Sullivan presented his power point on the Comprehensive Plan update. He wanted to point out that not all requirements are state mandated. Some requirements are mandated by Puget Sound Regional Council (PSRC). The Planning Commission will be developing a survey for online. Will send out notices via postcards to all citizens.

Commissioner Paulsen asked based on past performances what kind of return we should expect.

Mr. Sullivan is not sure.

Commissioner Strous-Boyd commented that most citizens are not aware what a Comp Plan is. Would like to see a multi tier level approach to informing citizens.

Mr. Sullivan explained how they will be gathering citizen feedback. There will be open houses held for the different Comp Plan elements.

**V. OLD/CONTINUING BUSINESS: NONE**

**VI. FOR THE GOOD OF THE ORDER:**

**Correspondence – NONE**

**Staff Comments –** Mr. Sullivan updated the SMP, City Council approved the SMP without the stringline setback. Would also like the Planning Commission to think about changing the meeting time.

**Commissioner Comments –** Vice-Chair Jacobsen commented that the Bonney Lake Historical Society is working on a business plan with the hopes of moving into a museum.

Chair Sulham wanted to welcome Debbie Strous-Boyd as the newest Commissioner to the Planning Commission.

**VI. ADJOURNMENT:**

**MOTION WAS MADE BY COMMISSIONER BAUS AND SECONDED BY VICE-CHAIR JACOBSEN TO ADJOURN.**

**MOTION APPROVED 5-0**

The meeting ended at 6:45 P.M.

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Debbie McDonald, Planning Commission Clerk

M: Everyone/Planning/Planning Commission/Minutes/2013/February 5, 2014



Community  
Development  
Department

# Memo

**Date** : February 25, 2014  
**To** : Bonney Lake Planning Commissioners  
**From** : Jason Sullivan – Senior Planner  
**Re** : **Planning Commission By-Laws**

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## **PURPOSE:**

The purpose of this memo is to discuss the recommended changes to the Planning Commission's By-Laws. Staff's focus at the March 5, 2014 Planning Commission meeting will be to brief the commissioners on the proposed changes, respond to questions and schedule a meeting to vote on the proposed modifications to the by-laws.

## **ATTACHMENTS**

1. Revised Planning Commission By-Laws (Draft 2/25/14)

## **BACKGROUND:**

The Planning Commission is organized under *Revised Code of Washington* (RCW) section 36A.63.020 to serve in an advisory capacity to the administration and the City Council on matters related to the *Bonney Lake Comprehensive Plan* and the City's development regulations codified in Titles 14 through 19 of the *Bonney Lake Municipal Code* (BLMC), on issue deemed necessary for the public's benefit as designated by the City Council, or on additional issues as defined in the bylaws of the Planning Commission. The Planning Commission is required to have by-laws which are adopted by the commissioner's to govern how the Planning Commission operates. Copies of the by-laws are required to be provided to the City Council following the adoption of the by-laws pursuant to BLMC 2.04.1040.

The by-laws were last updated in 2012 and there have been some changes in the City that require amendments to the Commission's by-laws.

## **DISCUSSION:**

Staff has proposed to make the following changes to the Planning Commission's By-Laws:

### **1. Correct References to City Council Policies and Procedures**

The current by-laws still reference the *Bonney Lake Council Policies and Procedures* which were repealed in December of 2013 when the City Council adopted Ordinance 1474 codifying the Council's policies and procedures as Chapter 2.04 BLMC. A number of the amendments remove the references to the repealed *Bonney Lake Council Policies and Procedures* and add references to the corresponding section in Chapter 2.04 BLMC - City Council.

### **2. Proposed Change in Planning Commission Times?**

Due to the increased number of cases adjudicated in the Bonney Lake Municipal Court, operations of the Court have consistently extended past 5:00 PM on Wednesday resulting in a conflict between the Court and the Planning Commission as both utilize the Council Chambers. In order to provide sufficient time for the Court to conclude its work and for the Recording Clerk – Secretary to setup the chamber for the Planning Commission meeting, staff is proposing to move the meeting start time to 6:30 PM. This later time should also make it easier for Bonney Lake residents to attend the Planning Commission's meetings. Staff is proposing to add language that the Planning Commission's meetings automatically end at 8:30 PM, unless three-fourths of the commissioners present vote to extend the meeting.

### **3. Delete Article related to Terms of Commissioners**

The appointment and terms of commissioners are governed by BLMC 2.26.010; therefore, having the information located into places is redundant and increase the chances for conflict between the BLMC and the Commission's by-laws.

### **4. Adding a Deadline for Publication of the Agenda**

To facilitate predictability and prevent last minute additions to the Agenda, that maybe of interest to the public, staff is proposing to add language which requires that all materials that will be presented to the Planning Commission be provided no later than the close of business on the Friday prior to the Planning Commission meeting.

### **5. Adoption of Voting Procedures**

The current by-laws do not provide guidance for votes on motions made by commissioners. In order to ensure that the Commission will continue to operate in an efficient manner, staff has proposed to add a new section related to voting procedures modeled after the Council procedures codified in Chapter 2.04 – Article XII BLMC (Voting).

## **6. Adoption of Public Hearing Procedures**

The current by-laws do not provide guidance for public hearings conducted by the Planning Commission. To ensure that all public hearings are conducted in the same manner and to ensure that the Commission will continue to operate in an efficient manner, staff has proposed to add a new section related to voting procedures modeled after the Council procedures codified in Chapter 2.04 – Article XIII BLMC (Public Comments). Adoption of rules for Public Hearings is also one of the required items established by the Washington Cities Insurance Agencies' (WCIA) Land Use Audit. This audit of the City's Land Use procedures impacts the City's insurance rate.

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# BYLAWS OF THE BONNEY LAKE PLANNING COMMISSION

*[Originally adopted April, 1988; amended August 2001, 2005, 2012 March 2014]*

ARTICLE I:	NAME
ARTICLE II:	OFFICIAL SEAT
ARTICLE III:	MISSION, OBJECTIVES & POWERS
<del>ARTICLE IV:</del>	<del>TERMS OF COMMISSIONERS</del>
ARTICLE <u>IV</u> :	OFFICERS
ARTICLE <u>VI</u> :	ATTENDANCE & QUORUMS
<u>ARTICLE VI:</u>	<u>VOTING</u>
ARTICLE VII:	AGENDAS & ORDER OF BUSINESS
<u>ARTICLE VIII:</u>	<u>PUBLIC COMMENTS</u>
ARTICLE <del>IX</del> <u>VIII</u> :	PARLIAMENTARY PROCEDURE
ARTICLE <del>IX</del> :	KNOWLEDGE OF PLANS, POLICES AND RULES
ARTICLE <u>XI</u> :	AMENDMENTS

## ARTICLE I – NAME

**Section 1 – Name:** The official name of the Commission shall be “The City of Bonney Lake Planning Commission;” hereinafter, referred to as the “Commission”

## ARTICLE II – OFFICIAL SEAT

**Section 1. Official Seat:** The official seat of the ~~Planning~~ Commission shall be in the Justice and Municipal Center of the City of Bonney Lake, 9002 Main Street East, Bonney Lake, WA 98391, and meetings shall be held there except on such occasions, and at such times, as the Commission may by a majority vote otherwise direct.

**Section 2. – Regularly Scheduled Meetings:** The number of meetings per month and a schedule of meeting dates shall be established. Pursuant to Bonney Lake Municipal Code (BLMC) 2.26.020, the ~~Planning~~ Commission shall meet at least 12 times a year. The regular meeting dates are established as the first Wednesday of every month at ~~5:30~~6:30 p.m. with the third Wednesday of each month at ~~5:30~~6:30 p.m. reserved as necessary in the Bonney Lake Council Chambers. If at any time any regular meeting falls on a holiday, such regular meeting will be held on the next Wednesday following the holiday at the same time and place. The time and place of meetings cannot be changed after notice has been sent unless notice of the change is also sent.

**Section 3 – Special Meetings:** A special meeting may be called at any time by the Chair of the ~~Planning~~ Commission or by a majority of the members of the ~~Planning~~ Commission by delivering personally or by mail written notice to each member of the

Commission. Special meeting notices shall also be posted at ~~City Hall~~, the Justice and Municipal Center, Senior Center, and ~~City Hall Annex~~Public Works Center not less than 24-hours before said meeting is scheduled. The notice shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any item not scheduled on the agenda for the special meeting.

**Section 4 – Workshop Sessions:** Workshop sessions may be requested by any member of the Commission on an as-needed basis. Notice of workshops shall be given pursuant to Section 3 above.

**Section 5 – Open Meetings:** The meetings and workshops of the Commission shall be open to the public.

### **ARTICLE III – MISSION, OBJECTIVES, & POWERS**

**Section 1 – Obligation:** The members of the ~~Bonney Lake Planning~~ Commission accept the responsibility of the office and declare their intention to execute the duties defined in applicable portions of the Revised Code of Washington to the best of their ability, and to carry out those objectives and purposes as established by ~~Ordinance No. 236A~~ (Chapter 2.26 of ~~the Bonney Lake Municipal Code~~BLMC as maybe subsequently amended by the City Council) ~~as adopted by the Bonney Lake City Council.~~

**Section 2 – Powers & Duties:** The ~~Planning~~ Commission shall exercise such powers and perform such duties as permitted by BLMC 2.04.1040, Chapter BLMC 2.26 BLMC,; ~~RCW Chapters 35.63 and RCW 35A.63~~ of the Revised Code of Washington (RCW).

### **ARTICLE IV – TERMS OF COMMISSIONERS**

~~**Section 1 – Terms:** Each Commissioner will serve a term consistent with BLMC 2.26.010. There shall be no limitation on the number of terms served by a Commissioner, subject to their proper execution of duties, and reappointment by the Mayor.~~

~~**Section 2 – Commission Vacancies:** Individual Commissioner's, and the Commission at large, shall notify staff and the Mayor in a timely manner if a vacancy is projected to occur, at which time, it shall be the responsibility of the Mayor to appoint a member to the vacancy. All new members filling vacated positions shall be appointed for the term of their position as prescribed in BLMC 2.26.010.~~

### **ARTICLE IV – OFFICERS**

**Section 1. – Election of Officers:** The Commission, at its first regular meeting of each year, shall elect a Chair and Vice-Chair. The Community Development Director shall

arrange for ~~a staff person~~ to attend Commission meetings and serve as Clerk to the Commission.

**Section 2. – Terms of Service:** The officers shall serve for a period of one year commencing with the first meeting of each year, and serve until a successor has been elected. Any officer may, however, be removed at any time by vote of a majority of the Commission entered on record.

**Section 3 – Compensation:** The members of the ~~Planning~~ Commission, including the Chair and Vice-Chair, while acting as such, shall be compensated at the rate provided in BLMC ~~Section~~ 2.26.060 and in accordance with the adopted payroll policies and practices of the City.

**Section 4 –Duties and Powers of the Officers of the ~~Planning~~ Commission:** The duties and powers of the Officers of the ~~Planning~~ Commission shall be as follows:

**A. Chair:**

1. Preside at all meetings of the Commission.
2. Call special meetings of the Commission in accordance with the bylaws.
3. Sign official documents of the Commission.
4. See that all actions of the Commission are properly taken.
5. Represent the Commission at Council meetings to give recommendations or reports to the Council. The Chair may also duly designate another representative, which designee may include the appropriate department head or assigned staff liaison to represent him or herself.
6. Shall be authorized to cancel a meeting. No staff member shall cancel a meeting without concurrence of the Chair or Vice-Chair, or in their absence, for any appropriate reason.
7. Shall receive and respond to Commissioners inquiries regarding the business of the Commission.
8. Shall be responsible as a liaison to the Community Development Director ~~or designee.~~

**B. Vice-Chair:**

1. During the absence, disability or disqualification of the Chair at the Chair's discretion, the Vice-Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chair.
2. The Vice-Chair shall succeed the Chair, and complete the designated term of the Chair, if the Chair vacates his office prematurely. In the latter instance, a new Vice-Chair shall be elected at the next regular meeting.
3. The Chair and Vice-Chair, both being absent, the members present, if a quorum, may elect for the meeting a temporary chair who shall have full powers of the Chair during absence of the Chair and Vice-Chair.

**C. Recording Secretary-Clerk:**

1. Keep written and audio-recorded minutes of all meetings of the Commission per City Council policy.
2. Give or serve all notices required by law or by the by-laws.
3. Prepare the agenda for all meetings of the Commission per the Chair's direction.
4. Be custodian of Commission records.
5. Inform the Commission of correspondence, relating to business of the Commission and attend to such correspondence.
6. Sign correspondence of the Commission with knowledge of Chair.

## ARTICLE VI – ATTENDANCE & QUORUMS

**Section 1- Absence Reports:** Each member of the ~~Planning~~ Commission who has knowledge of the fact that they will not be able to attend a scheduled meeting of the Commission may notify the Secretary at the earliest possible opportunity, and in any event prior to 12:00 p.m. on the date of the meeting. The Secretary shall notify the Chair of the Commission in the event that the projected absences will produce a lack of quorum.

**Section 2 – Attendance at Meetings:** Members are expected to attend all meetings. For the purposes of recording member attendance, meetings lasting an hour or more, if a Commissioner leaves a meeting before the first hour has passed, it will be considered an unexcused absence. In addition, if a Commissioner arrives more than 10 minutes late to a meeting, it may be considered an unexcused absence. Any Commissioner may be removed pursuant to BLMC 2.26.010.(C), as may be amended.

**Section 3 – Quorum:** A majority of the members of the Commission, equivalent to four of seven positions anticipated by BLMC 2.26, shall constitute a quorum for the transaction of business. Any action taken by a majority of those present when those present constitute a quorum at any regular or special meeting of the Commission shall be deemed and taken as the action of the Commission.

~~**Section 4 – Voting:** The Commission, according to the Bonney Lake Council Policies and Procedures, Section 20.2, shall be required to comply with section 12.4 of said policies pertaining to all votes on motions. The requirement shall be a vote of the majority of the whole membership of the Planning Commission for passage of any votes on motions or recommendations.~~

## ARTICLE VI – VOTING

**Section 1 – Requirements:** A commissioner must be present at a Commission meeting to vote on any issue; provided, that in extraordinary circumstances, a commissioner shall be deemed present by appearing via telephone or other similar electronic means in order to establish a quorum for business. No commissioner shall be allowed to vote by proxy.

**Section 2 – Ties:** In case of a tie in votes on any motion, the motion shall be considered defeated.

**Section 3 – Roll Call Voting:** The chair or any commissioner may request a verbal roll call vote.

**Section 4 – Votes on Motions:** The Commission requires a majority vote of those councilmembers present and voting for the passage of any motion or recommendation. Each commissioner present may vote on all questions before the commission except on matters in which the commissioner has been disqualified or the commissioner feels there may be a conflict of interest or a possible appearance of fairness issue perceived by the public. Such commissioner shall disqualify himself or herself prior to any discussion of the matter and shall not attempt to influence the votes of the other commissioners. When disqualification of a member or members results or would result in the inability of the Commission at a subsequent meeting to act on a matter which is required by law to take action, any commissioner who was absent or who had been disqualified under the appearance of fairness doctrine may subsequently participate provided such commissioner shall first have reviewed all materials and listened to all tapes of the proceedings in which the member did not participate.

**Section 5 – Failure to Vote on a Motion:** Any commissioner present who fails to state his or her vote without a valid disqualification shall be declared to have voted in the affirmative on the question, except that an abstaining commissioner still creates a quorum. Commissioners have a right to abstain and cannot be compelled to vote. Any abstaining commissioner shall state his or her reason for the abstention. Abstentions shall be counted as neutral.

**Section 6 – Explanation of Vote on a Motion:** Any commissioner desiring to explain his or her vote may do so by requesting the floor from the chair and shall be allowed the opportunity to do so for the public and the official record. The question shall not be called for by any commissioner until each commissioner has had an opportunity to address or state his or her concerns.

**Section 7 – Consensus Votes.** When a formal motion is not required on an action or opinion, a consensus voice vote may be taken. The chair will state the action or opinion and each councilmember may vote by saying “aye” or “nay.”

**Section 8 – Reconsideration:** Any action of the Commission shall be subject to a motion to reconsider, except any action previously reconsidered, motions to adjourn, motions to suspend the rules, an affirmative vote to lay on the table or to take from the table, or a vote electing to office one who is present and does not decline. A motion to reconsider may only be made by a member of the prevailing side on the original action. A motion to reconsider may be made at the same meeting the initial vote is taken, but no later than the next succeeding regular Commission meeting. Debate is limited to the reason for reconsidering the motion and should not be used to repeat discussion regarding the main motion.

Section 9 – Tabling Issues: If a commissioner wishes to make a motion to table an issue, they may state their intentions to do so and inquire whether any commissioner wishes to make statements or provide information prior to the motion being made and seconded.

## **ARTICLE VII– AGENDAS & ORDER OF BUSINESS**

**Section 1 – Deadline for Agenda:** The agenda shall be completed and mailed or delivered with supporting materials to the Commission by the close of business the Friday before the regularly scheduled Commission Meeting. If the Friday prior to the Planning Commission falls on one of the holidays established in BLMC 2.32.010, the complete agenda shall be provided by the close of business on the regular working day prior to the holiday. ~~in timely advance of regular or special meetings.~~ Per Section 20.2 of the Council Policies and Procedures manual, the Commission Staff shall ensure that the Council is provided with, in a timely manner, copies of their agendas and minutes of all meetings. ~~The Planning staff shall provide Council with the Planning Commission agendas and minutes.~~ Copies of all Council agendas and minutes shall be provided to each ~~Commissioner~~ commissioner by the staff in a timely manner.

**Section 2: – Order of Business:** At every regular meeting of the Commission, the Order of Business shall be as follows [i.e. items 1 through 10], provided: the Commission, by a majority vote, may choose to modify the order if necessary.

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Public Concerns [if not a ~~regularly~~-scheduled public hearing-or-business item]
5. Public Hearings ~~[located under Business Items]~~
6. Old/Continuing Business
7. New Business
8. Correspondence
9. For the Good of the Order (Commissioner’s Concerns and Staff Concerns located under “For the Good of the Order”).
10. Next meeting date announced by the chair.
11. Adjournment. No meeting shall be permitted to continue beyond 8:30 PM without approval of three-fourths of the commissioner who are present and eligible to vote. A new time limit must be established before taking a Commission vote to extend the meeting. In the event that a meeting has not been closed or continued by Commission vote prior to 8:30 PM, the items not acted on shall be deferred to the next regular Commission meeting as old business.

~~Attached to the Planning Commission Bylaws is a sample of the Agenda Format.~~

~~**Section 3 – Addressing the Planning Commission:** Members of the public may address the Planning Commission during the “Public Concerns” portion of the agenda on any item of concern under the umbrella of Commission jurisdiction, provided: if public concerns relate to a public hearing item, public comments to the Commission may be made solely during the verbal testimony portion of said hearing.~~

## ARTICLE VIII– PUBLIC COMMENTS

~~**Section 1 – Citizen Comments:** Citizens are encouraged to attend and participate at all Commission meetings. Under agenda item “Public Concerns,” citizens may address the Commission regarding any item of concern under the umbrella of the Commission’s jurisdiction, provided: if public concerns relate to a public hearing item, public comments to the Commission may be made solely during the verbal testimony portion of said hearing. Citizens have five minutes to address the Commission, unless granted further time by the chair or a majority of the commissioners present. Groups recognized by the chair or a majority of the commissioner present, who have a designated speaker, have a total of 10 minutes to speak. Following such comments, if action is required or has been requested, the chair shall refer the matter to staff for review or investigation and report at a future meeting. Sign-up is not required for this portion of the Commission’s meeting. Each citizen will be allowed to speak only once during the citizen comments portion in each Commission meeting.~~

~~**Section 2 – Conduct and Decorum:** Any person addressing the Commission pursuant to shall comply with the following rules of conduct and decorum:~~

- ~~A. When recognized by the chair, each person addressing the Commission shall go to the podium, give his/her name and address in an audible tone of voice for the record, and shall limit their remarks to the time specified, unless granted further time by the chair or requested by a majority of the commissioner present. All remarks shall be addressed to the Commission as a body and not to any member thereof. This time is set aside for citizen comments on Commission business and not to allow individual conversations between citizens and commissioner. No questions shall be asked of a commissioners, except through the chair.~~
- ~~B. All speakers are expected to deliver their comments in a courteous and efficient manner. Any person using profanity, or making personal or impertinent or slanderous remarks, or becoming boisterous, unruly or disruptive while addressing the Commission may be requested to leave the meeting.~~
- ~~C. Any speaker who fails to comply with these limits and rules for speaking at the Commission meetings, or otherwise acts in an unruly or disruptive manner, shall be subject to removal from the meeting.~~

~~**Section 3 – Written Communication:** All material presented at Commission meetings shall also be presented to the Recording Secretary-Clerk to be entered as an exhibit. A~~

copy of any written communications submitted to the Commission under Public Concerns or in reference to an agenda item shall be provided to the Recording Secretary-Clerk who shall note in the minutes that said communication was received and include the subject of the communication and the person or group submitting it.

#### **Section 4 – Public Hearing Procedures:**

**A. *Speaker Sign-In.*** Prior to the start of a public hearing, all persons wishing to be heard are required to sign in with the Recording Secretary-Clerk, giving their name and address and whether they wish to speak as a proponent, opponent or from a neutral position. Any person who fails to sign in shall not be permitted to speak until all those who signed in have given their testimony. Each speaker shall be given five minutes or when presenting the official position of any organization or group recognized by the chair or the majority of the commissioners present 10 minutes shall be allowed. As allowed by the chair or the majority of the commissioners, anyone who has signed in to speak at a public hearing may relinquish his or her allotted time to any person who is also signed in to speak. If there are numerous items for public hearings on any agenda, there will be a separate public hearing on each item. The chair may change the order of speakers so that testimony is heard in the most logical groupings (i.e., proponents, opponents, etc.). Public hearing testimony sign-up forms shall be available on the table outside of the council chambers prior to the meeting for use by those wishing to address the Commission.

**B. *Opening the Public Hearing.*** The chair introduces the agenda item, opens the public hearing, and provides a summary of the following Rules of Order and/or advises the public that they may have a copy of such rules, which shall be available with other agenda materials regularly made available to the public at each Commission meeting:

1. The Commission set the public hearing to receive public testimony on all issues required by law or of sufficient public interest as determined by the Commission. Discussions by Commission of public testimony shall normally be scheduled for the next regularly scheduled workshop. Final action by the Commission on all public hearings shall normally be scheduled for the next regularly scheduled Commission meeting; except where no public testimony was provided, the Commission may choose to take final action immediately following the public hearing.
2. All comments by proponents, opponents or other members of the public shall be made from the podium; any individuals making comments shall state their name and address for the official record of the transcript of the public hearing.
3. No comments shall be made from any other location. Anyone making “out-of-order” comments shall be subject to removal from the meeting. If

you are disabled and require accommodation, please advise the nearest staff member.

4. These rules are intended to promote an orderly system of holding a public hearing, to give every person an opportunity to be heard, and to ensure that no individual is embarrassed by exercising his/her right of free speech.

C. **Presentation of Topic.** After the public hearing has been opened, the chair calls upon staff to present a brief report on the matter under consideration.

D. **Public Testimony.** Following staff presentation, the chair calls upon proponents, opponents and all other individuals who have signed in to speak regarding the matter under consideration. After everyone that has signed in to speak has had their opportunity to do so, the chair shall ask three time if there is anyone else wishing to speak on this matter. Once the public testimony has concluded, the chair inquires:

“At this time I will inquire of the staff as to whether there have been any misstatements of fact or whether the staff wishes to introduce any material as to subjects raised by the proponents or opponents or alter in any regard its initial recommendations

E. **Commissioner Questions.** The chair inquires as to whether any commissioner has questions for the proponents, opponents, speakers or staff. If any commissioner has questions for an individual, the person will be recalled to the podium by the chair.

F. **Closing the Public Hearing.** Following the response to questions raised by commissioner, the chair either continues the public hearing to a specific date and time, or closes the public hearing. The commission may choose to keep the public record open to a date and time set by the commission to receive written testimony if the commissioner so desire.

G. **Commission Action.** After the public hearing is closed, the materials is set over to the next Commission meeting as an old business item for action and/or discussion by the Commission. At the next Commission meeting, the chair inquires if there is a motion by any commissioner. If a motion is made, it shall be in the form of an affirmative motion. Following the motion and its second, discussion occurs among Councilmembers. If not motion is made and seconded, no further discussion or action on the topic is taken by the Commission. The chair may call on individual Councilmembers in the discussion. Following the discussion, the chair inquires if there are any final comments or recommendations from administration and then inquires of the commissioners as to whether they are ready for the question.

**ARTICLE ~~VIII~~IX- PARLIAMENTARY PROCEDURE**

**Section 1- Parliamentary Procedure:** The Standard Code of Parliamentary Procedure, Alice Sturgis, 4<sup>th</sup> edition, is hereby adopted for the government of the Commission in all cases not otherwise provided for in these rules.

**ARTICLE IX – KNOWLEDGE OF PLANS, POLICES AND RULES**

**Section 1 – Knowledge of Planning Documents:** All members of the ~~Planning~~ Commission shall be generally familiar with:

1. The Bonney Lake Comprehensive Plan, including functional or sub-area elements thereof;
2. Bonney Lake’s land use codes, including but not limited to those codified in BLMC, Titles 13 through 19;
3. Applicable state, county, and/or regional land use legislation, policies, and Regulations;
4. The enclosed bylaws, as well as Policies and Procedures Manual of the City Council.

**ARTICLE XI-AMENDMENTS**

These Bylaws may be amended by a majority vote of those appointed to the ~~Planning~~ Commission, when those present constitute a quorum, at any regular meeting; provided that the proposed amendments have been submitted in writing at a previous meeting.

Per ~~the Bonney Lake Policies and Procedures Section 20.2~~BLMC 2.04.1040.B, the ~~Planning~~ Commission shall provide the City Council for the City of Bonney Lake with a copy of their required bylaws or polices and procedures and shall also be responsible for providing updated copies as amended.

Amended \_\_\_\_\_ Adopted on \_\_\_\_\_

\_\_\_\_\_  
Grant Sulham, Chair

\_\_\_\_\_  
David Baus

\_\_\_\_\_  
Winona Jacobsen, Vice-Chair

\_\_\_\_\_  
Dennis Poulsen

\_\_\_\_\_  
Debbie Strous-Boyd

\_\_\_\_\_  
Brad Doll

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Craig Sarver



# Memo

**Date** : February 25, 2014  
**To** : Bonney Lake Planning Commissioners  
**From** : Jason Sullivan – Senior Planner  
**Re** : **Bonney Lake Comprehensive Plan Update – Community Survey**

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## **PURPOSE:**

The purpose of this discussion item is to gather feedback from the Planning Commission regarding the draft questions that would be included in the community survey being conducted as part of the 2015 Comprehensive Plan Update.

## **ATTACHMENTS:**

None

## **BACKGROUND:**

As part of the update to the *Bonney Lake Comprehensive Plan* due by June 30, 2015, the City was 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." In order to comply with this requirement, the Planning Commission recommended and the City Council adopted the *Bonney Lake 2035: 2015 Comprehensive Plan Periodic Update Scope of Work and Public Participation Plan* (Bonney Lake 2035 – PPP) pursuant to Resolution 2320.

In order to encourage public participation, the Bonney Lake 2035 – PPP Section 4.2 provided that the City would use an online community survey to gather public opinion on the Comprehensive Plan Periodic Update.

## **DISCUSSION:**

Staff has prepared a list of draft survey questions to gather community sentiment regarding a number of different topics related to the future of the City. The purpose of the survey is to take a snapshot of the community and to identify topics, areas, and programs that are important to the community without using leading questions that would dictate the outcome of the survey. The goal is to get a honest representation of what the community feels is good and bad about the City, what is important to the residents, and how the community sees itself in relationship to the Puget Sound region.

In order to encourage a widespread response an invitation will be mailed to every resident, property owner, and business within the City. Links to and information regarding the online surveys will also be publicized on the City's website and social media outlets, as well as the Bonney Lake Courier Herald. The survey will also be anonymous to encourage a free flowing discussion.

Below are the questions that staff has prepared to be incorporated into the survey:

1. Please provide three words that describe the City of Bonney Lake. Please use single words and not sentences or phrases.
2. What is your relationship to the City of Bonney Lake (check all that apply):
  - a. Live in the City
  - b. Own a Business in the City
  - c. Work in the City
  - d. Visit the City Often
  - e. Other (Please Specify)
3. The current Comprehensive Plan contains a vision statement that was prepared a decade ago. How true (i.e. Extremely True, True, Somewhat True, Not True, Don't Know/Not Sure) are the following phrases from that statement in describing Bonney Lake today?
  - a. Bonney Lake evokes trees, lakes, and single-family neighborhoods.
  - b. Bonney Lake wishes to retain its small-town feel.
  - c. Bonney Lake sees itself as a peaceful yet social place, a place of beautiful scenery and tree-lined streets.
  - d. Bonney Lake is known for its stunning views of Mount Rainier from SR 410 and its rich history.

- e. Bonney Lake is a community of children, seniors, all ages and walks of life, intermingled.
4. Please rate (i.e. Excellent, Good, Fair, Poor, No Opinion) the City of Bonney Lake as a place to:
- a. Live
  - b. Raise children
  - c. Work
  - d. Retire
  - e. Visit
  - f. Shop
  - g. Dine
  - h. Own a Business
  - i. Work
5. Please rate (i.e. Excellent, Good, Fair, Poor, No Opinion) the following public services or amenities for the City of Bonney Lake:
- a. Safety
  - b. Schools
  - c. Roads
  - d. Parks
  - e. Library
  - f. Trails
6. Please rate (i.e. Excellent, Good, Fair, Poor, No Opinion) how you feel about the general appearance of the City of Bonney Lake.
7. Please rate (i.e. Excellent, Good, Fair, Poor, No Opinion) how you feel about sense of community within the City of Bonney Lake.
8. What do you feel is the greatest challenge facing the City of Bonney Lake? (Pick up to three)
- a. Housing

- b. Traffic
  - c. Employment
  - d. Parks
  - e. Historic Preservation
  - f. Economic Development
  - g. Other
9. Please expand on why you identified the specific challenge in the question above.
10. If you live within the City of Bonney Lake but work outside the City of Bonney Lake, how many total minutes/hours do you spend in your car commuting to and from work?
11. If you commute which method is your typically mode of transportation:
- a. Drive Alone
  - b. Car Pool
  - c. Ride Share
  - d. Mass Transit
  - e. Bicycle
12. If do drive alone, what is the biggest reason for not utilizing a different mode of transportation:
- a. Personal Preference/Choose
  - b. Lack of Service
  - c. Reliability
  - d. Ease of Use
  - e. Time
  - f. Flexibility
13. Please expand on why you identified the specific reason in the question above.
14. How well do the current transportation facilities in the community meet your needs? Indicated whether the following facilities should be increase, maintained as is, or decreased.

- a. Street Capacity
  - b. Street Connectivity
  - c. Highway Access
  - d. Bike Lanes
  - e. Bike Parking
  - f. Sidewalks
  - g. Crosswalks
  - h. Bus Service
15. Diverse housing choices help to address lifestyle changes over time (e.g. singles, young married couples, families, empty nesters, seniors, etc.). Considering the changing needs of a person over time, please indicate whether there is too much, a sufficient amount, or not enough of the following housing types:
- a. Traditional Single Family
  - b. Small Lot Single Family
  - c. Apartments/Condos
  - d. Townhouses
  - e. Accessory Dwelling Units (i.e. Mother-in-law apartments)
  - f. Duplex/triplexes
  - g. Affordable Housing (Defined as housing affordable to those making less than 80% of Pierce County's median income or approximately \$47,059).
16. What three things do you like best about Bonney Lake?
17. What three things do you like least about Bonney Lake?
18. Please identify two amenities that you would like to see/have more if in the City of Bonney Lake.
19. If additional money was available for parks and recreational facilities, how would you allocate (i.e. percentage) the funds among the categories listed below:
- a. Purchase land for new parks and open space
  - b. Develop new parks and park facilities

- c. Develop a Community Center
- d. Develop walking and bicycling trails
- e. Improve existing parks



# Memo

**Date** : February 27, 2014  
**To** : Bonney Lake Planning Commissioners  
**From** : Jason Sullivan – Senior Planner  
**Re** : **Growth Management Coordinating Committee**

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## **PURPOSE:**

The purpose of this discussion item is update the Planning Commission on the work of the Growth Management Coordinating Committee (GMCC) regarding centers of local importance and urban growth area expansion policies.

## **ATTACHMENTS**

1. Centers of Local Importance Countywide Planning Policies
2. Centers of Local Importance Checklist
3. Memorandum regarding urban growth area expansion policies

## **BACKGROUND:**

The Pierce County Regional Council (PCRC) was created to ensure planning between Pierce County and its cities and towns was accomplished in a coordinated, consistent manner. The PCRC is comprised of elected officials from Pierce County, each of its 23 cities and towns, and the Port of Tacoma. The primary responsibility of the PCRC is to ensure that the Growth Management Act requirements are coordinated within the County and the region. To assist in these efforts, the PCRC is supported by two technical subcommittees: the GMCC, which is made up of planning officials from each of the cities and towns in Pierce County; and the Transportation Coordinating Committee (TCC), which is made up of transportation officials

The PCRC is a sub-regional council to the Puget Sound Regional Council (PSRC). The PSRC represents the four-county region of Pierce, King, Snohomish, and Kitsap counties. Members

from the PCRC are represented on the different boards and commissions of this regional body. These boards include the Growth Management Policy Board, the Transportation Policy Board, the Economic Development Policy Board, and the Executive Board.

## **DISCUSSION:**

### **1. Centers of Local Importance**

The Countywide Planning Policies (CPPs) were recently amended to add criteria for designating Centers of Local Importance (CoLI). This amendment has been approved by the Pierce County Council following approval recommendations from both the PCRC and the GMCC. In order for this amendment to the CPPs to become effective it must be ratified by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total population by either executing an interlocal agreement or by taking no legislative action to disapprove the proposed amendment by March 23, 2014. The Bonney Lake City Council approved Resolution 2350 on November 26, 2013 authorizing the Mayor to sign the interlocal agreement ratifying the amendments to the CPPs related to CoLIs.

The GMCC has now developed a checklist for jurisdiction to use in submitting areas to Pierce County to be identified as CoLIs. Identification of an area as a center is part of the scoring used by TCC and PCRC to award federal funds for local road projects which occurs every other year. This year is a funding year and GMCC has agreed to use only question 1 on the checklist for identifying a CoLI given that the policies will not be officially ratified until later this year. In the next funding cycle, jurisdictions will need to demonstrate compliance with all three requirements of the CoLI Checklist.

Staff will be preparing materials to identify the Downtown Area as a CoLI for consideration in this year's funding cycle.

### **2. Urban Growth Area (UGA) Expansion Policies**

The GMMC was directed by the PCRC to develop options for policy language that would amend the current CPPs related the expansion of the UGAs within Pierce County. A subcommittee of the GMMC has been working on options and briefed the GMMC on three conceptual ideas that have been discussed by the subcommittee. A formal policy or recommendation has not been developed or prepared by the GMCC at this time. However, the Planning Commission, may want to review the general options and express its preferred option to the City Council.

*All text shown below is new.*

**Centers of Local Importance (CoLI) – Page 60:**

*Introduction language*

CoLIs are designated for the purpose of identifying local centers and activity nodes that are consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact, pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of appropriate housing options, or be in an established industrial area.

**Rural Areas – Page 62:**

Rur-21. A CoLI may be located in a rural designated area.

21.1 A CoLI within a rural area shall encompass similar design features as identified in UGA-48 through UGA-52.

21.2 To be officially recognized, a CoLI within a rural area shall meet the same implementation strategy/process as set forth in UGA-53 through UGA-55.

**Starting on Page 81:**

*Introduction language*

CoLIs are designated for the purpose of identifying local centers and activity nodes that are consistent with VISION 2040's Multicounty Planning Policies. Such areas promote compact, pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety of appropriate housing options, or be in an established industrial area.

**Urban Growth Areas - Page 104:**

*Centers of Local Importance (CoLI)*

*Concepts and Principles*

UGA-49. A CoLI may be located in either an urban or rural area, and shall include activities that provide a focal point or sense of place for a community and its surrounding area.

*Design Features of CoLIs*

UGA-50. A CoLI is characterized by a concentration of land\_uses or activities that provide a sense of place or gathering place for the community and neighborhood residents. A CoLI should include one or more the following characteristics:

- 50.1 Civic services
- 50.2 Commercial areas
- 50.3 Recreational areas
- 50.4 Industrial areas
- 50.5 Cultural facilities/activities
- 50.6 Historic buildings or sites
- 50.7 Residential areas

UGA-51. The size of a CoLI and the mix and density of uses are to be locally determined to meet community goals.

UGA-52. Each jurisdiction shall define the role that the CoLI plays in supporting planned growth.

UGA-53. A variety of appropriate transportation options and pedestrian-friendly design should be available or planned within a CoLI.

### *Implementation Strategies*

UGA-54. A CoLI shall be locally adopted; approval by the PCRC or other regional organization shall not be required.

- 54.1 A jurisdiction shall document how an area meets the Design Features (UGA-48 through UGA-52)\_of a CoLI in its comprehensive plan.
- 54.2 The documentation should include examples, plans, or other information that supports the designation of a CoLI.
- 54.3 An area adopted as a CoLI shall be definitively delineated on a map within a jurisdiction's comprehensive plan.
- 54.4 A CoLI shall have appropriate land use designations, zoning regulations, and infrastructure plans for existing and planned development.

54.5 A comprehensive plan that utilizes an alternative label to refer to a CoLI shall be accompanied with adopted findings of fact that recognizes the area as a CoLI per the Pierce County CPPs.

UGA-55. A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI or recognize formally adopted CoLIs that meet the criteria.

55.1 The notice shall be provided to the PCRC 60 days (minimum) prior to the expected dated of adoption.

55.2 The notice shall provide information that identifies the location of the proposed CoLI and documents how the location meets the CoLI policies.

UGA-56. A locally adopted CoLI shall be recognized in Appendix B of the CPPs.

56.1 Jurisdictions shall forward a map of locally adopted CoLIs together with the comprehensive plan citations to the PCRC for inclusion into Appendix B. The adopted CoLIs shall be attached to the CPP publications as Appendix B for ease of reference. Appendix B shall not be considered a component of the CPPs and, accordingly, an update to Appendix B shall not constitute an amendment to the CPPs requiring ratification by Pierce County jurisdictions.

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# CoLI Checklist

The following checklist incorporates new Countywide Planning Policies (CPP) that set criteria and a process for the formal recognition Centers of Local Importance, or CoLIs. This formal recognition may be used in future countywide project evaluations.

CoLIs are designated for the purpose of identifying local centers and activity nodes that are consistent with the Puget Sound Regional Council's Vision 2040's Multi-county Planning Policies. Such areas promote compact, pedestrian-oriented development with a mix of uses, proximity of diverse services, and a variety of appropriate housing options, or to be in an established industrial area.

This checklist is intended to aid in the evaluation of areas that could be designated as a CoLI. Each jurisdiction is responsible for defining the role that the CoLI may play in supporting planned growth within the community.

In order to be designated as a CoLI the area must be consistent with the criteria below. Please check the box next to each criteria if your proposal meets the requirement.

## **1. Within Urban and Rural Areas a CoLI must encompass similar design features found in CPPs UGA-48 through UGA-52, summarized below:**

Regional and countywide transportation and economic development funds should be prioritized for centers and transportation and infrastructure servicing centers in Pierce County that have been designated regionally; it is also appropriate for countywide and local funding to be directed to centers and transportation and infrastructure servicing centers designated exclusively at the countywide level or identified locally by a jurisdiction.

- The CoLI includes activities that provide a focal point or sense of place for a community and its surrounding area.
- The CoLI is characterized by a concentration of land uses or activities that provide a sense of place or gathering place for the community and neighborhood residents and should include one or more of the following:
  - Civic services
  - Commercial areas
  - Recreational areas
  - Industrial areas
  - Cultural areas
  - Cultural facilities/activities
  - Historic buildings or sites
  - Residential areas

- The size of the CoLI and the mix of density and uses have been locally determined to meet community goals.
  - Please provide (or attach to this checklist) a summary and description of the size of the CoLI and mix of density and uses found within the CoLI area.

- The jurisdiction has defined the role that the CoLI is to play in supporting planned growth.
  - Please provide (or attach to this checklist) specific goals/policies or other that define the role of the CoLI in supporting planned growth.

**2. To be officially recognized, an Urban or Rural CoLI shall meet the implementation strategy/process as set forth in UGA-53 through UGA-55, summarized below:**

- A variety of appropriate transportation options and pedestrian-friendly design are available or planned within the CoLI.
  - Attach existing or proposed transportation options and pedestrian-friendly design within the CoLI.
- The CoLI will be locally adopted (approval by PSRC or other regional organization is not required). Within the local adoption process, the jurisdiction has or shall demonstrate all of the following:
  - Supply documents demonstrating how an area meets the Design Features (listed above) and include examples, plans, or other information that supports the designation of the CoLI.
  - Include a map of the area intended to be adopted as a CoLI within the jurisdiction's comprehensive plan.
  - Ensure that that CoLI has appropriate land use designations, zoning regulations, and infrastructures plans for current and planned development. Attach land use designation descriptions.
  - A comprehensive plan that utilizes an alternative label to refer to a CoLI shall be accompanied by adopted findings of fact that recognize the area as a CoLI per the Pierce County CPPs. Attach such adopted findings from your jurisdiction's comprehensive plan.

**3. After adoption, a CoLI shall be recognized in Appendix B of the Countywide Planning Policies using the following process:**

- Jurisdictions shall forward a map of locally adopted CoLIs, together with the comprehensive plan citations, to the PCRC for inclusion into Appendix B.
  - Attach a map and (if available) GIS shape file/layer data.

For the full text of the Countywide Planning Policies (CPPs) visit <http://www.co.pierce.wa.us/DocumentCenter/View/6998> or contact Pierce County Planning and Land Services at 253-798-3736 or [pccpermits@co.pierce.wa.us](mailto:pccpermits@co.pierce.wa.us).

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## Memorandum

DATE: February 26, 2014  
TO: GMCC  
FROM: Ryan Windish, Planning Manager  
RE: **UGA Expansion Policies in CPPs**

The GMCC has been directed by the PCRC to analyze options for policy language that would allow for the expansion of UGAs for individual cities regardless of whether or not expansion was necessitated by a county-wide need for additional capacity.

A subcommittee of the GMCC has been working on options for consideration of such an amendment that would be defensible in light of Growth Management Hearings Board cases that often do not support individual UGA expansions when they result in an increase in housing or employment capacity and the county-wide UGA is already oversized.

The subcommittee has reviewed GMHB cases and other County's CPPs to determine if there are more options that can be provided that would allow for the expansion of a UGA.

### Current Options for Expanding UGA:

1. Expand after showing a county-wide capacity need.
2. Expand but create "no net gain" in capacity by reducing the UGA capacity elsewhere in the county UGA.
3. Expand only after conducting a revised county-wide capacity analysis and demonstrating there is a need for expansion and that all reasonable measures have been considered and monitored.

### IDEAS FOR CONSIDERATION

#### 1. **No Net Gain in Area**

Should the policies consider an option for allowing an expansion if there is no net gain in total land area within the UGA but there is an increase in capacity?

There are situations where the overall urban growth land area could be reduced while allowing an increase in capacity. This increased capacity may be better situated for transit service, walkability, or the extension of urban services, and therefore justify an increase in density.

Should there be policies that acknowledge there could be a reduction of the land area while recognizing there could also be an increase in density and therefore capacity where appropriate?

## 2. Creation of a “Green Wall” at the Edge of the UGA

Should there be policies that would provide the option to expand the UGA if permanent open space is preserved at a ratio of 4 acres open space for every 1 acre UGA expansion similar to King County? The policy highlighted below would essentially create a “green wall” barrier between urban growth and rural areas.

King County CPPs Policy:

**DP-16:** Allow expansion of the Urban Growth Area only if at least one of the following criteria is met:

a) A countywide analysis determines that the current Urban Growth Area is insufficient in size and additional land is needed to accommodate the housing and employment growth targets, including institutional and other non-residential uses, and there are no other reasonable measures, such as increasing density or rezoning existing urban land, that would avoid the need to expand the Urban Growth Area; or

b) A proposed expansion of the UGA is accompanied by dedication of permanent open space to the King County Open Space System, where the acreage of the proposed open space

1) is at least four times the acreage of the land added to the UGA;

2) is contiguous with the Urban Growth Area with at least a portion of the dedicated open space surrounding the proposed Urban Growth Area expansion; and

3) Preserves high quality habitat, critical areas, or unique features that contribute to the band of permanent open space along the edge of the Urban Growth Area; or

c) The area is currently a King County park being transferred to a city for purpose to be maintained as a park in perpetuity or is park land that has been owned by a city since 1994 and is less than thirty acres.

### 3. Reduce the Unaffiliated UGA First

Should it be a priority to reduce those portions of the UGA that are unaffiliated with a city or town? Should there be incentives for encouraging this reduction?

There are portions of the Pierce County UGA that are not affiliated with any city or town and are more distant from transit options, are not served by urban services and have rural lot patterns. These areas should be first considered for a reduction in the UGA size, either through Pierce County actions or at least provide incentives for allowing other jurisdictions to reduce these areas.

### 4. Demonstration of Need or Additional Capacity

Should the demonstrated need be shown simply based on the most recent Buildable Lands Report or should there be an option for updating this study?

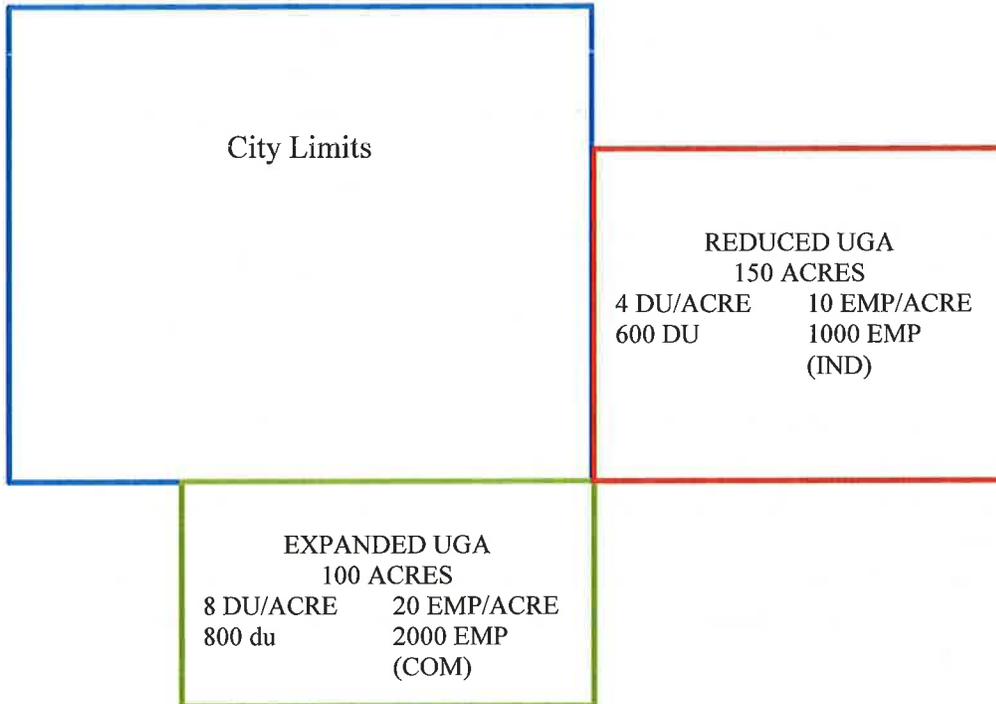
(1)

2.3.2 ~~there is a need is demonstrated need~~ for additional residential or employment capacity within the urban growth area affiliated with an individual jurisdiction ~~and~~ or a demonstrated need county-wide; or the expansion results in a no net gain of housing unit or employment capacity within ~~to~~ the countywide UGA. The demonstration of need shall be shown through a comparison of the adopted housing unit or employment targets against the housing or employment capacity associated with the most recent Buildable Lands Report.

(2)

2.3.2 ~~there is a need is demonstrated need~~ for additional residential or employment capacity within the urban growth area affiliated with an individual jurisdiction ~~and~~ or a demonstrated need county-wide; or the expansion results in a no net gain of housing unit or employment capacity within ~~to~~ the countywide UGA. The demonstration of need shall be shown through the most recently published Buildable Lands Report or an updated buildable lands evaluation that indicates the remaining land supply is not sufficient to accommodate the adopted housing unit or employment target(s).

UGA LAND AREA REDUCTION WITH INCREASE IN CAPACITY



The example above illustrates a situation where the UGA amendment would result in a net reduction in land area of 50 acres, but given the higher densities of 8 du/acre in the expanded UGA over 4 du/acre in the reduced portion of the UGA, it results in a net *housing capacity* increase of 200 du. While this arguably makes sense under GMA, to locate this density where it is proposed, it would violate the policy because it expands *housing capacity*.

Similarly the case could be made for employment where a lower employment density zone (e.g. Light Industrial) is reduced and a commercial zone (e.g. retail) is expanded resulting in higher capacity. The employment example results in a net reduction of 50 acres but a net increase in employment capacity of 500 employees.



