



City of Tukwila

Washington

Resolution No. 1792

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, ADOPTING A WORK PLAN AND PUBLIC PARTICIPATION PROGRAM FOR UPDATING THE COMPREHENSIVE PLAN AND DEVELOPMENT REGULATIONS, PER RCW 36.70A.130.

WHEREAS, the Growth Management Act (GMA) of 1990 establishes statewide goals, guidelines and procedural requirements to guide the development, coordination and implementation of long-range plans; and

WHEREAS, the City of Tukwila, King County and other jurisdictions within King County adopted Countywide Planning Policies to provide a general framework for the implementation of the GMA in King County; and

WHEREAS, in order to implement the requirements and goals of the GMA and the Countywide Planning Policies, the City of Tukwila adopted a Comprehensive Land Use Plan and Zoning Code in 1995, with appropriate public notice, involvement and environmental review; and

WHEREAS, Tukwila Municipal Code Chapter 18.80 establishes a public process for amending the Comprehensive Plan; and

WHEREAS, the Comprehensive Land Use Plan, Zoning Code and associated development regulations have been amended regularly since adoption with public notice, involvement and environmental review; and

WHEREAS, the Washington State Growth Management Act requires Tukwila to review and, if needed, revise the Comprehensive Plan and development regulations by June 30, 2015, to ensure they comply with the requirements of the Growth Management Act; and

WHEREAS, the Comprehensive Land Use Plan, Zoning Code and other development regulations are reviewed and analyzed to determine needed revisions based on GMA compliance per RCW 36.70A.130; and

WHEREAS, a public participation program has been developed to provide the public with an opportunity to comment on the review and suggest needed revisions to the Comprehensive Plan and regulations; and

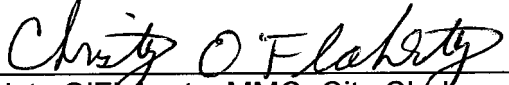
WHEREAS, a work program has been prepared to complete any needed revisions to the Comprehensive Plan and development regulations by June 30, 2015;

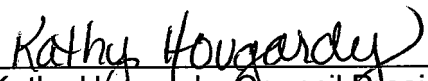
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

The Public Participation Program and the Work Program for the 2015 City of Tukwila Comprehensive Plan Update, copies of which are attached hereto as Attachment A and Attachment B respectively, are hereby approved as the basis for developing amendments for the Comprehensive Land Use Plan.


PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this 18TH day of MARCH, 2013.

ATTEST/AUTHENTICATED:


Christy O'Flaherty, MMC, City Clerk


Kathy Hougaard, Council President

APPROVED AS TO FORM BY:


Shelley M. Kerlake, City Attorney

Filed with the City Clerk: 3-13-13
Passed by the City Council: 3-18-13
Resolution Number: 1792

Attachments:

- Attachment A, Public Participation Program
- Attachment B, Work Program

PUBLIC PARTICIPATION PROGRAM

2015 COMPREHENSIVE PLAN/DEVELOPMENT CODE UPDATE

The 1990 Growth Management Act (GMA) requires “early and continual citizen participation” in the development and updates of local comprehensive plans. A specific goal of the GMA is to “Encourage the involvement of citizens in the planning process.”

The basic legal requirement for public participation is spelled out in RCW 36.70A.140, which states that every jurisdiction:

“shall establish and broadly disseminate to the public 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 GMA does not dictate specific methods to achieve citizen participation because the law was intended to be a bottom up approach. There is considerable flexibility in how this is accomplished.

In addition to being required by the GMA, public participation is a good business practice. Like good customer service, a good public participation program builds trust and credibility and can earn the respect of involved citizens. Ultimately it results in better and more responsive services to meet the needs of citizens.

Although participants might not like the fact that their suggestions were not implemented, they deserve to be told the reasons. The majority of people understand that not all their ideas or suggestions can be implemented. When comments are considered fully and the decisions are based upon all of the available facts, most people will be satisfied with the process, if not the results.

ROLES AND RESPONSIBILITIES:

City Council:

The City Council will provide policy guidance and is the final decision maker for the Comprehensive Plan update. The Council will receive periodic briefings on the update, review the Planning Commission recommendation, and adopt amendments to the Comprehensive Plan. A public meeting/hearing on the work plan/public involvement process, open house on recommended changes and hearing will provide public involvement opportunities. The public will be notified of events on the City’s website, through direct mailings or email, and legal notices.

Planning Commission:

The Planning Commission will provide policy recommendations for the update and ensure that the public is involved throughout the process through an open house and hearings. The public will be notified of events through direct mailings, legal notices and information on the City's website.

Public Review Schedule

1st Quarter, 2013

- CAP and COW briefings re GMA revision process & scope
- City Council public hearing on resolution/work plan/public process
- Planning Commission briefing re Growth Management Act, process to update Comprehensive Plan

2nd Quarter, 2013

- State Environmental Policy Act (SEPA) review for 2013 Comprehensive Plan
- Planning Commission Public open house
- Planning Commission work sessions
- Planning Commission public hearings

3rd & 4th Quarters, 2013

- Public Open House
- City Council briefings
- City Council hearing

Late-2013—Early 2014

- Public input on issues, draft policies

Mid-2014 to Late 2014

- Public/Planning Commission review

Late 2014-Early 2015

City Council Public hearings on Plan update

ADDITIONAL OPPORTUNITIES FOR PUBLIC INVOLVEMENT

Not all of the tools to engage the public will be right for every planning project. With limited time and resources, Tukwila must ensure the tools selected are cost effective and can meet intended objectives. It is important to incorporate public participation techniques that are best suited for the element being reviewed. Some methods are better for getting information to the public and others are better at obtaining information from the public. Both are important aspects to a public participation strategy. In addition to the public open houses, hearings and meetings associated with the Planning Commission and City Council (above), a variety of methods may be used depending on the topic, circumstances and/or available resources to bring the public into the process, broaden outreach and solicit input on update issues. The Program may be reviewed and refined throughout the Review.

Methods for Informing the Public:

- A. **Brochures:** Brochures can be used as flyers, self-mailers, hand-outs, downloaded documents or emailed messages. Tukwila may use brochures to provide information on a specific topic.
- B. **Cable Access:** Tukwila uses its cable station to provide information to residents and businesses. This is an opportunity to reach citizens who would not normally be involved in the process. It provides another opportunity to educate the public about the issues under consideration.
- C. **Flyer/Insert:** A flyer/insert is a means to get the word out about community issues. A flyer/insert can be sent through a paid mailing, but can also be included in utility mailings. Flyers may be targeted to specific neighborhoods that may be affected by a particular plan element.
- D. **Newsletters:** A newsletter offers a chance to send a message and provide information to a section of the citizenry. Staff will prepare regular articles for "The Hazelnut" newsletter. Articles for inclusion in organizational newsletters can also be submitted to business, church and civic groups for publication in their periodic bulletins.
- E. **Newspaper Articles:** A newspaper article is an effective way to gain the attention of the public by discussing the community development/planning issue, diverging alternatives, and the central issues. Staff will prepare regular articles for "The Tukwila Reporter."
- F. **Posting Public Notice:** Posting a public notice is a legal requirement for advertising public hearings. It occurs by site posting and advertisement in the local newspaper. This technique is used for both long-range and current planning projects. Hearings and proposals that apply city-wide are posted on the City website, and advertised in the paper.
- G. **E-mail:** Email is a communication tool providing a direct link into community development activities and updates. An email list of those interested in the Comprehensive Plan update will be developed. Community members and staff can engage directly via email.
- H. **Mapping Tools:** Maps show geographical information allowing residents and businesses to see and point out areas where they want to see housing/development changes. The City of Tukwila uses the Northwest Maps program that is available to the public.

Methods for Obtaining Information from the Public:

- A. **Citizen Advisory Committees:** Special committees are established to provide ideas and guidance on a specific topic. Citizen advisory committees can be especially effective for issues that require specialized expertise or difficult/controversial topics.

DCD has established the Tukwila Tree and Environment Advisory Committee to provide and Urban Forestry and Natural Environment focus. It began meeting in the 3rd quarter, 2012, and is expected to meet through 2nd quarter, 2013.

- B. **Citizen Surveys:** A citizen survey is a kind of opinion poll which typically asks residents or business people their views on local issues. It may include planning/community development preferences, and as well as gauging satisfaction levels with current activities. These kinds of surveys can be done in person or by mail, telephone or on the internet.

In updating the Manufacturing/Industrial Center Element, staff conducted a survey which was: 1) mailed to all businesses in the MIC; 2) posted on the City's website; 3) administered by phone; and 4) administered in person to a representatives of MIC businesses.

- C. **Public Hearing:** A public hearing is a special meeting that provides a more structured setting and process for the public to comment on proposed policies before officials make a final decision. It is a recorded and formal process that is open to the public. All citizens are invited to present their views for the public record, both verbally and in writing, before the hearing body makes its decision. Comprehensive plan policies and elements have hearings before the City Council and the Planning Commission, with the City Council making the final decision.
- D. **E-Surveys:** An E-Survey is a way to engage people online. It could be a short series of "check the box" questions from commercial sources such as Survey Monkey.

Methods for Informing and Obtaining Information:

- A. **Community Workshops:** Workshops are a popular citizen participation method that encourage sharing of ideas and opinions. These are typically smaller groups, and the ideas that are expressed are documented in a written report which is discussed by all attendees at the end of the session.

- B. **Community Fairs:** A booth at a community event can be a way to reach out to people who might not normally participate in community meetings or even know about a certain community issue. This process has been effective in getting brochures and information out to the public. This technique can be used at community events such as the annual Backyard Wildlife Fair.
- C. **Meeting in a Box:** The Meeting in a Box concept began in the 1990s as a way to take planning information to residents. It is a self-guided and individually hosted workshop that contains an instruction manual, a short video, brochures and maps. It could be applicable for citizens who wish to host neighborhood meetings or homeowner associations wanting to involve members in planning issues. This technique is very expensive and labor intensive.
- D. **Open House:** The open house is an opportunity for the public and City staff to interact around specific topics in an unstructured format. Citizens and staff members share information and ideas. Open houses will be held prior to Planning Commission and City Council hearings.
- E. **Outreach Ambassadors:** Tukwila has recently received a grant to for Community Liaison Officers. This or a similar program to utilize cultural and language specialists who are part of the diverse community will be an opportunity to engage individuals who are not normally able to engage in Comprehensive Planning.
- F. **Public Meetings:** Public meetings are a hallmark of public participation and can be an early step in the citizen participation process. Open access to regular public meetings of commissions, such as the Planning Commission and committees allows for technical information to be shared, opportunities and pathways for citizen participation.
- G. **Dedicated Website:** Tukwila's website provides the opportunity for display of all Comprehensive Plan update work on the internet for public review. Agendas and hearing notices are posted at the same time that they are advertised in the paper. Planning documents including staff reports about the plan and development code revisions are placed online to review the history the update, and review all of the pertinent documents related to the decision. A portion of Tukwila's website is dedicated to the Comprehensive Plan, and will be upgraded to include information about the Plan update, to solicit comments from the public and gather names for an email list of interested parties.
- H. **SEPA review and comment period:** Information about environmental impacts of specific actions/policies, and notice of environmental review is provided to the public, with requests for comment. A scoping meeting will be held for environmental work pertaining to the Southcenter Plan update.

- I. **Social media:** The internet has made a whole new social network possible involving individuals who may be difficult to reach through other media. Use of social media tools on the internet may reach people who have not previously been engaged in community development activities through conventional methods. Some tools include Facebook, RSS feeds and similar internet social network tools. These methods could be used provided they are consistent with City policy regarding social media.
- J. Other opportunities will be considered and used as appropriate.

WORK PROGRAM

2015 UPDATE

COMPREHENSIVE PLAN AND DEVELOPMENT REGULATIONS

The City is required to take action to review and, if needed, revise the City's Comprehensive Plan and development regulations to ensure compliance with the requirements of the Growth Management Act (RCW 36.70A. 130 (1) by June 30, 2015. Tukwila is carrying out its review over several years, and updating several elements at a time.

Updates to the Shoreline policies and the Manufacturing/Industrial Center elements were completed in 2011. The Southcenter Sub-Area Plan work is ongoing, and will be reviewed separately in 2013. In 2013, the City will consider the Utilities, Capital Facilities, Transportation and Natural Environment elements. The Community Image element may also be considered, and an updated narrative added to the Shoreline element. Tukwila Urban Center element policies, which inform the Southcenter Sub-Area Plan, have already been reviewed and recommended by the Planning Commission. The City Council will consider them as part of the Comprehensive Plan review.

Additional elements will follow in 2014 to work toward the adoption date of June 30, 2015. The document will also be edited and reformatted to make it more consistent, user-friendly and accessible.

This work plan document summarizes the results of the compliance review of the Capital Facilities, Natural Environment, and Community Image, Transportation, Utilities elements. It identifies portions of the plan where revisions are known to be necessary in order to comply with the state Growth Management Act (GMA), parts of the plan that need to be updated to accommodate new metrics, as well as those portions of the Comprehensive Plan elements where revisions are desired to incorporate guidance from Tukwila's Strategic Plan's goals and priorities.

Review was based on the following assumptions:

- Primary goals and objectives will be maintained from the current Plan;
- Updates will focus on elements that require updating per changes to the Washington Growth Management Act, and Countywide Planning Policies;
- Tukwila Strategic Plan's vision and goals will be reflected and incorporated in the Comprehensive Plan.
- Policies and descriptions will be updated, simplified and edited to increase clarity and consistency throughout the document.
- The format will be updated to improve on-line functionality and attractiveness.
- The document's elements may be reorganized and/or consolidated for greater readability and conciseness.

As a result of this review, staff has identified the following elements to be revised in 2013 through the June 30, 2015 deadline.

I. NATURAL ENVIRONMENT ELEMENT

Discussion: Staff review shows that GMA requirements that pertain to the natural environment and critical areas, including wetlands, fish and wildlife habitat conservation areas, geologically hazardous areas, and frequently flooded areas, and shoreline have been largely met. Revisions that strengthen links between goals, policies and development regulations of the Sensitive Areas Ordinance, the Floodplain Management Code, and stormwater regulations would result in improved implementation.

Recent State legislation (Evergreen Communities Act- which is not currently being implemented due to lack of funding) will eventually require jurisdictions to adopt urban forest management plans. Developing goals and policies and revising existing regulations, as well as development of new programs to address urban forestry issues will result in benefits in the areas of stormwater management, sustainability, climate change, landscape enhancement, and urban wildlife habitat. The goals and policies developed for the Comprehensive Plan update, through the assistance of a citizen advisory committee, will then guide revisions to the City's implementing regulations i.e. tree ordinance, landscape code, and street tree policies, and will provide input for tree/urban forest management for Tukwila parks and other public land.

Tukwila's Strategic Plan was adopted since the prior update, and includes some guidance for community image and natural environment issues.

Conclusion:

Policies will be updated to strengthen linkages between sensitive areas policies and implementation. Goals, policies and development regulations pertaining to urban forestry will be developed and/or updated. Policy changes will guide revisions to development codes that pertain to urban forestry, and may include changes to the following: 1) Tree Ordinance; 2) Landscape Code; 3) Subdivision Code; 4) design review; 5) Public-Right of Way Code; 6) Sensitive Areas Ordinance; and 7) the Shoreline Master Program. Strategic Plan policies will be considered and incorporated as appropriate.

II. COMMUNITY IMAGE ELEMENT

Discussion: Consideration will be given to incorporating results from the Tukwila Strategic Plan that support a positive community identity and image through the natural environment.

Conclusion: Strategic Plan policies will be incorporated as appropriate.

III. UTILITIES ELEMENT

Discussion: GMA requirements have been largely met. Staff prepared new Comprehensive Surface Water Management, Water and Sewer Plans. Changes have occurred in other utilities, including telecommunications and solid waste management.

Conclusion: Staff will update data requiring changes due to preparation and anticipated adoption of functional plans, as well as any background information which is significantly out of date. Policy guidance from Vision 2040, and King County Countywide Planning Policies and the Tukwila Strategic Plan will be incorporated as appropriate. Possible updates to the Storm water Ordinance (TMC 12) to implement National Pollutant Discharge Elimination System (NPDES) requirements will be considered. Policies pertaining to flood management may be consolidated or moved to another element.

IV. TRANSPORTATION ELEMENT

Discussion: Staff prepared a Transportation Background Report that meets most GMA requirements. It models transportation needs through the 2030 planning period, establishes levels of service for arterials, forecasts traffic through 2030, provides multi-modal level of service analysis, provides an inventory of transportation facilities, identifies project priorities to meet transportation requirements, and provides revenue forecasts. The City of Tukwila has an adopted Walk and Roll/Non-Motorized Transportation Plan that includes project priorities, and the Light Rail began service. Tukwila's Strategic Plan prioritizes pedestrian and bicycle access.

Conclusion: Review showed that the City meets most GMA's requirements. Policies that pertain to non-motorized transportation per the City's adopted "Walk and Roll" Plan will be strengthened, and a process established to coordinate development impacts and financing with other jurisdictions per GMA and Countywide Planning Policies. Maintenance and preservation of existing facilities will be addressed, as well as multi-modal level of service standards. Policies shall incorporate provisions of Vision 2040 and Transportation 2040 and the Countywide Planning Policies, including household and employment targets. Pertinent priorities from Tukwila's Strategic Plan shall be incorporated to ensure consistency. The Transportation Element will be updated and edited for clarity.

V. CAPITAL FACILITIES ELEMENT

Discussion: Staff reviews of GMA requirements showed that they had been largely met. The required inventory of public facilities and projects was located in Background materials, adopted by reference as part of the Comprehensive Plan document. Updated household and employment targets are required for consistency with the Countywide Planning Policies. Connections between the Comprehensive Plan's priorities and capital facilities projects should be strengthened.

Conclusion: Information contained in the Capital Facilities Element and Background Report will be revised as needed to incorporate current population and employment targets specified in the Countywide Planning Policies, consolidate policies pertaining to capital facilities, projects and funding sources currently found in several documents, update inventories of public facilities, establish project review based on Comprehensive Plan priorities, and incorporate policies from Tukwila Strategic Plan, and Countywide Planning Policies as appropriate.

VI. Shoreline Element

Discussion: The Shoreline Element was updated in 2011, and meets all GMA requirements. The descriptive narrative from the original 1995 Comprehensive Plan was not revised when the Element was revised, and is out of date. Revisions are needed to reflect current conditions and adopted policy direction. Tukwila's Strategic Plan was adopted after the Shoreline Element update, and may offer some guidance for issues that are pertinent to the shoreline.

Conclusion: The Shoreline Element narrative will be updated to reflect changed conditions, and to complete the Element's update. Consideration will be given to incorporating Strategic Plan policies as appropriate.

VII. Tukwila Urban Center

Discussion: The Southcenter Sub-Area Plan, including policies located in the Tukwila Urban Center element, has been reviewed extensively, considered and recommended by the Planning Commission. Washington Department of Commerce has advised staff that the policy portion of the Southcenter Plan should be considered separately from the Southcenter Plan and adopted as part of the Comprehensive Plan update since the Comprehensive Plan can generally only be amended once per year.

Conclusion: The Tukwila Urban Center element has already been revised as part of preparing the Southcenter Sub-Area Plan. Additional consideration and adoption of the element will occur as part of the Comprehensive Plan update process.

VIII. Remaining Elements

Discussion: Prior to 2015, the remaining elements, including Economic Development, Housing, Annexation, Residential Neighborhoods, Transportation Corridors, Tukwila South, Roles and Responsibilities and Maintenance of the Plan, as well as appropriate development regulations will be reviewed and considered.

Conclusion: After preparation of background materials, review for consistency with GMA requirements and Countywide Planning Policies, and inclusion of Strategic Plan goals and policies, elements and applicable development regulations will be updated as appropriate.,

Target Schedule

1st Quarter, 2013

- Prepare GMA public involvement, work program with resolution
- CAP and COW briefings re GMA revision process & scope
- City Council public hearing on resolution/work plan/public process
- City Council adopt Resolution on work plan/public process
- Planning Commission briefing re Growth Management Act, process to update Comprehensive Plan

2nd Quarter, 2013

- State Environmental Policy Act (SEPA) review for 2013 Comprehensive Plan
- Planning Commission Public open house
- Issue SEPA
- Planning Commission work sessions
- Planning Commission public hearings
- Planning Commission recommendations

3rd & 4th Quarters, 2013

- Prepare Planning Commission recommendations w/ ordinances;
- Submit recommendations to Washington Department of Commerce to meet "60 day" requirement
- Public Open House
- City Council briefings
- City Council hearing
- City Council adopts ordinances
- Ordinances forwarded to Washington Department of Commerce
- Prepare background materials for remaining elements

Early to Mid- 2014

- Prepare background materials for remaining elements
- Issue analysis
- Policy development

Mid to Late-2014

- Policy development
- Public review of Draft Plan

Late 2014 to Mid-2015

- Recommended Plan
- City Council Public Hearings on Recommended Plan
- City Council Action