

# THURSTON COUNTY COMPREHENSIVE PLAN UPDATE

## SCOPE OF WORK

FEBRUARY 2017

### INTRODUCTION

The Comprehensive Plan describes the long-term vision for Thurston County, looking ahead to set direction for the county's growth in the coming decades. It contains common goals that guide development within the county, including in the areas of land use, environment, transportation, public health, economic development and resource use.

Communities planning under the Washington Growth Management Act (GMA) are required to periodically conduct an update of their comprehensive plan and development regulations. This document serves as a strategy guide for Thurston County's Comprehensive Plan update process.

### APPROACH

The Board of County Commissioners directed staff to take a targeted approach to updating the Comprehensive Plan that focuses on completing required elements of the plan to ensure compliance with state law, and includes a few strategic optional updates that focus on addressing current information and needs within the county.

The State Department of Commerce has produced a checklist which is the measure by which it will determine whether the County is in compliance with GMA update requirements. Staff have reviewed that checklist along with other relevant information to develop this scope of work. The *2014 Buildable Lands Report* completed by Thurston Regional Planning Council provides the basis for population and development estimates that will be used to inform the update. The update also will be guided by the County Wide Planning Policies, which were first adopted in 1992 and last revised in 2015.

In addition, the Comprehensive Plan update will be guided by the following principles:

- Focus on completing required updates to bring the plan into compliance with state law



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**TASKS**
**1. Project Management:**

This task includes oversight and direction of the entire update process, including each of the below stated tasks. This task ensures consistent coordination and communication throughout the project, and provides for the public interface for the update. This task will be on-going through adoption of the updated plan.

**2. Public Outreach**

The GMA requires early and continuous public participation in the Comprehensive Plan update. This task includes the development of a Public Participation Plan, and the implementation of that plan.

|   |                |
|---|----------------|
| <b>Deliverables:</b> Public Participation Plan for adoption by Resolution | Feb/March 2017 |
| Quarterly Public Participation Reports/Updates                            | Ongoing        |

**3. Goal and Policy Review and Revision**

This task includes review of all existing goals and policies to ensure that those included in the updated plan are based on the most current information, and are relevant and meaningful.

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|--|----------------|
| <b>Deliverables:</b> Internal review of Goals and Policies for fitness | June 2017      |
| Revised Goals and Policies for PC Review                               | September 2017 |
| Final Goals and Policies for BoCC Review                               | July 2018      |

**4. Code Review and Revision**

This task includes review of relevant development codes.

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|--|----------------|
| <b>Deliverables:</b> Revised codes for PC Review | November 2017  |
| Final codes for BoCC Review                      | September 2018 |

**5. Joint Plans Review and Revision**

This task updates the Joint plans currently adopted by Thurston County, in consultation with the relevant jurisdictions: Lacey, Olympia, Tumwater, Rainier, Tenino, and Yelm.

|  |                            |
|--|----------------------------|
| <b>Deliverables:</b> Internal review joint plans | June 2017 <sup>o</sup>     |
| PC Review  | December 2017 <sup>o</sup> |
| Final Joint Plans for BoCC Review                | January 2019 <sup>o</sup>  |

<sup>o</sup> Individual joint plans may move through the review process at earlier times.

**6. Map Revisions**

This task includes coordination with GIS staff to update both the Comprehensive Plan and Zoning maps to correspond with the updated Comprehensive Plan.

**Deliverables:** Revised Draft Comprehensive Plan and Zoning Maps                      September 2017

**7. Alternatives Analysis**

This task includes crafting different development alternatives for review in the Environmental Impact Statement, if needed. These alternatives will be based on site specifics received, public input received, requests by Cities, and County-initiated proposals.

**Deliverable:** Three alternatives, including one no action alternative                      November 2017

**8. Capital Facilities Plan**

This task updates Thurston County's Capital Facilities investment program and its components for the preferred alternative. The CFP will comply with the requirements of RCW 36.70A.030(3), including the inventory of existing public facilities, forecast of future needs for public facilities, proposed capital improvements with financing plan, and recommended goals and policies.

**Deliverables:** 2017-2036 CFP    December 2017

2018-2037 CFP    December 2018

**9. SEPA and Environmental Impact Statement (EIS)**

This task will ensure compliance with State Environmental Policy Act (SEPA) act review requirements (WAC 197-11). SEPA review is anticipated to occur via a determination of significance and preparation of an Environmental Impact Statement (EIS), if necessitated by proposed changes.

**Deliverables:** Draft EIS    January 2018

Final EIS    September 2018

**REVIEW TASKS**

The following tasks will be considered as part of the overall update; these include required provisions to bring the county's comprehensive plan and development regulations into compliance with state law and recent court rulings. All plan elements will be reviewed to ensure they are consistent with the County Wide Planning Policies, with each other, and coordinated with the plans of adjacent jurisdictions.

## COMPREHENSIVE PLAN

- Land Use Element
  - Update population projections, population densities, and building intensities based on future land uses
  - Update goals, policies, and objectives to be consistent with existing plans, policies, state law, and court rulings
  - Update future land use map showing city limits and urban growth areas (UGAs)
  - Include planning approaches that increase physical activity (evaluate whether provisions in Health chapter are sufficient)
  - Review/update policies and land use standards to discourage siting of incompatible uses adjacent to Joint Base Lewis McCord (JBLM)
  - Review provisions for protection of the quality and quantity of groundwater used for public water supplies
  - Review identification of lands useful for public purposes
  - Review/update identification of open space corridors within and between UGAs
  - Add references to the Voluntary Stewardship Program in relation to critical area protections
  - Review/revise provisions for Institutional Zone\*

*NOTE: Substantial updates to the land use element and zoning designations will be held until the completion of the county's South Puget Sound Prairie Habitat Conservation Plan. This plan is scheduled to be completed in 2018.*

- Natural Resource Element
  - Update goals, policies, and objectives to be consistent with existing plans, policies, state law, and court rulings
  - Update map of designated mineral lands, based on adopted criteria
  - Review and update policies for agriculturally designated lands limiting nonagricultural uses
  - Review and update Long-Term Forestry designations\*
- Housing Element
  - Update goals, policies, and objectives to be consistent with existing plans, policies, state law, and court rulings
  - Update inventory and analysis of existing and projected housing needs
  - Review policies related to affordable housing program
  - Ensure manufactured housing is not regulated differently than site built housing
  - Develop provisions for Accessory Dwelling Units

- Utilities Element
  - Update goals, policies, and objectives to be consistent with existing plans, policies, and state law
  - Update locations and capacity of existing and proposed utilities
  
- Rural Element
  - Update goals, policies, and objectives to be consistent with existing plans, policies, and state law
  - Review/update analysis to provide a variety of rural densities
  - Identify policies that limit urban services in rural areas

*Note: Thurston County's Rural Element currently is included in the Land Use chapter*
  
- Transportation Element
  - Update goals, policies, and objectives to be consistent with existing plans, policies, and state law
  - Updated inventory of transportation facilities and services
  - Updated forecast of traffic and projection of state and local needs to meet transportation demands
  - Review/update level of service (LOS) standards
  - Identification of actions to bring locally-owned transportation facilities and services to established LOS
  - Review required pedestrian and bicycle components
  
- Health Element\*
  - Review and revise, incorporating information and data from Sustainable Thurston and Thurston Thrives, including the Community Design, Health, and Nutrition strategies.

#### JOINT PLANS

- Update joint plans for Olympia, Lacey, Tumwater, Yelm, Tenino, and Rainier based on each city's approved comprehensive plan

#### DEVELOPMENT REGULATIONS

- Review/Update Forest Practice Conversion regulations
- Boundary Line Adjustment Standards

- Zoning Code
  - Standards for family daycare providers
  - Manufactured housing regulated the same as site built housing
  - Allowances for accessory dwelling units
  - Standards compatible with JBLM
  - Review for a variety of rural densities
  - Review that zoning is consistent with natural resource lands designations, including limiting nonagricultural uses on agricultural lands
  - Wireless providers
  - Develop standards for Institutional Zone
- Other, as necessitated by changes to other areas of the Comprehensive Plan or Joint Plans

\*Item was specifically approved by Thurston County Board of Commissioners in the 2017/2018 Budget.