

TO: Planning Commission
FROM: Karen Stewart, Environmental Planner
DATE: January 25, 2021
SUBJECT: Work Program Overview (agenda item 3)


Looking forward to our first meeting in the new year. Unfortunately, we will continue meeting virtually for the time being. Let's keep optimistic that later on this year we will be able to safely gather in person in the Council Chambers at city hall. Also, thank you for your patience as we juggle work loads with reduced staffing in the long range planning section. I am thankful to have Clay White and Todd Hall's leadership and support during this interim time while the city recruits a Planning Director.


Todd and I have prepared a tentative annual work program that we will discuss with you at your meeting. Over the coming weeks, we will flesh this out, but appreciate your initial thoughts as we identify Planning Commission tasks to address key planning efforts.

Feel free to send me an email at kstewart@everettwa.gov if you have any questions prior to the meeting.

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2021 Planning Commission Potential Work Program Items

The following list of topics are either part of ongoing work program items for the Planning Commission or are subjects that may be scheduled for updates or briefings on Planning Commission meeting agendas this year.

Core

Comprehensive Plan amendment docket. [July-Dec.] Annual process established under the Growth Management Act for considering proposed amendments to the existing comprehensive plan. This can include both policy amendments and land use map amendments, which often are accompanied by requests to rezone specific properties.

Land use code amendments. [as needed] Anticipate some code amendments initiated by individuals or by the City as the new Unified Development Code is implemented. Such amendments must be reviewed by both the Planning Commission and the City Council.

Annual update to the Six-year Transportation Improvement Program. [May] Each year the City is required to update its 6-Year TIP, which establishes a list of transportation projects that are eligible for state and federal funding. In order to be funded, projects must be listed on the TIP.

2024 Growth Management Comprehensive Plan update. [Jan-Dec] Local governments in Snohomish County are required to complete their periodic 8-year updates of their comprehensive plans and development regulations by mid-2024. This update will require extending the 20-year planning horizon an additional 9 years from 2035 to 2044. This update will require adoption of larger population and job growth targets than provided in the current plan.

Rethink Housing. [Jan-Dec] Using the Mayoral Directive 2020-03 and the Housing Action Plan as guidance, consider allowing a wider range of housing types in single family zones, especially near frequent high-capacity transit service. Planning should include a focus on transit-oriented development and light rail station development that addresses increased density and a walkable mix of land uses to provide jobs, amenities and services for new residents. Identify mechanisms to encourage a range of housing types and price points to be developed city-wide.

Sound Transit Everett Link Extension. [on-going] Periodic briefings from staff and Sound Transit about the alignment and station locations in planning for light-rail service from Lynnwood to Everett. Siting of an Operation and Maintenance Facility for Sound Transit is also under consideration within the city limits.

Intermediate

Countywide Planning Policies. [Jan-Aug] Before we update the City's comprehensive plan, the local jurisdictions in Snohomish County are required to amend the Countywide Planning Policies (CPPs), based on the Puget Sound Regional Council's Vision 2050. Vision 2050 includes revisions to the current Multi-County Planning Policies, and the CPPs must be updated to be consistent. In turn, each local comprehensive plan must be consistent with the CPPs. This item will likely be presented to the Planning Commission as a briefing, with no formal action required.

Buildable Lands Analysis. [August] The update of the CPPs will include new growth targets for each city and the County. Part of the work necessary to determine the capacity of each city and the county to accommodate growth is based in part on an evaluation of the capacity of the land in each jurisdiction for new development or redevelopment. This item will likely be presented to the Planning Commission as a briefing, with no formal action required.

Housing Action Plan. [Jan-June] Three Planning Commissioners currently serve on an ad hoc Housing Advisory Committee to assist staff and consultants in drafting a Housing Action Plan. Periodic briefings, no action required.

Discretionary

Update of Parks, Recreation and Open Space Plan. [Jan-Dec] This a required periodic update of the PROS plan. A new parks impact fee may be part of this update. This item will likely be presented to the Planning Commission as a briefing, with no formal action required.

Smith Island Municipal Annexation. [Tentative] Request from Utilities to potentially extend the Urban Growth Area east of I-5, north of the wastewater treatment facility on Smith Island to allow for a future municipal annexation. As part of that process, it will be necessary to establish zoning and a comprehensive plan designation for the annexation area. City Council districts would also need to be adjusted.

2024 GMA Update Project Components

Buildable Lands Report

- The report evaluates whether there is sufficient suitable land within UGAs to accommodate the 20-year forecasted residential, commercial and industrial growth.

Countywide Planning Policies Update

- Updating the Countywide Planning Policies (CPPs) which establish a countywide framework for developing and adopting county and city comprehensive plans.

2044 Growth Targets

- Population, Employment and Housing targets for the period from 2024 to 2044 negotiated between Snohomish County and the cities/towns.

Comprehensive Plan Policy Review

- Review comprehensive policies which provide the direction of on-going and future planning efforts, development regulations and the vision of Snohomish County.

Compliance Review

- Ensures the comprehensive plan and development regulations are consistent with changes made to GMA since 2015.

State Environmental Policy Act Review

- The State Environmental Policy Act (SEPA) process identifies and analyzes environmental impacts associated different future growth scenarios.

Transportation Element Update

- Updating the inventory of existing transportation infrastructure, forecast and cost of future transportation facilities and funding mechanisms to finance projects over a 20-year horizon.

Park and Recreation Element Update

- Updating the inventory of existing park infrastructure, forecast and cost of future park facilities and funding mechanisms to finance projects over a 20-year horizon.

Capital Facilities and Utilities Element Update

- Updating the inventory of existing capital facility and utility infrastructure, forecast and cost of future facilities and funding mechanisms to finance projects over a 20-year horizon.