



**Agenda for Gig Harbor Planning Commission
Gig Harbor Civic Center
Thursday, July 20, 2023 5:30 P.M.**

This meeting may also be accessed through Zoom at <https://zoom.us/j/95353411299> or by calling (253) 215- 8782 and entering Meeting ID 953 5341 1299. Please see the Public Comment & Decorum section at the end of this agenda for information on options to make public comment.

This meeting may also be viewed live in the Council Chambers at the Civic Center.

- I. Call to Order/Roll Call:**
- II. Approval of Minutes:** July 6, 2023
- III. Public Comment:**
- IV. Agenda Items:**
 - a. 2024 Comprehensive Plan Update Checklist – Staff presentation and Commission discussion
- V. Other Business:** Next meeting Thursday, August 3, 2023 – 2024 Comprehensive Plan Update
- VI. Adjournment:**

PUBLIC COMMENT & DECORUM

Commenters will be allotted 3 minutes per individual, unless revised by the Chair. In-person comments shall be made from the microphone, first giving the speaker's name and address. When there are 30 seconds remaining, staff will alert you to summarize your comments. At the end of your comments, staff will notify you it has come to the end of your comment period. Anyone making "out of order" comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from raising your hand until the Chair has announced that the Commission has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

All remarks shall be addressed to the Commission as a body and not to any specific Commissioner. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any Commissioner, the Chair, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment. These guidelines are intended to promote an orderly system of holding a public meeting, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS ADA accommodations can be provided upon request. Those requiring special accommodations should contact the City Clerk at cityclerk@gigharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.



**Minutes for Gig Harbor Planning Commission
Gig Harbor Civic Center
Thursday, July 6, 2023 5:30 P.M.**

- I. **Call to Order/Roll Call:** Chair Krawczyk called the meeting to order at 5:35 p.m. Commissioners Soltess, Snodgrass, Jordan and Tessicini were present. Commissioners Bradbury and Burcar were not in attendance and were excused
City Staff: Principal Planner, Robin Bolster-Grant & Planning Technician, Michelle Thomas were present.
- II. **Introduction:** Planning Commissioner Tessicini
- III. **Approval of Minutes:** Move to approve minutes for June 15, 2023 (Jordan/Soltess) Unanimously approved
- IV. **Public Comment:** No public comments
- V. **Agenda Items:**
 - a. 2024 Comprehensive Plan Periodic Update –Element 5 Environment – Staff presentation Bolster-Grant and Commission discussion
- VI. **Other Business:** Next meeting Thursday, July 20, 2023 – Comprehensive Plan Checklist
- VII. **Adjournment:** 7:30

Michelle Thomas

Michelle Thomas
Planning Technician



TO: Gig Harbor Planning Commission

FROM: Robin Bolster-Grant, Principal Planner
Planning Division

DATE: July 13, 2023

RE: 2024 Comprehensive Plan Periodic Update – Checklist Review

On July 20, 2023, staff will present the Department of Commerce Periodic Update Checklist for discussion. The checklist is a tool provided by Commerce that identifies provisions of the comprehensive plan and development regulations that may need to be updated to comply with the Growth Management Act. Some updates consist of revised inventory lists, such as parks, trails or other capital improvement projects. Other required updates included in the checklist reflect changes in legislation, such as those made to housing and critical area requirements.

As part of the Comprehensive Plan Periodic Update Grant funding received by the City of Gig Harbor, a draft checklist was included as the first required deliverable. The checklist attached here as Exhibit A was completed by SCJ Alliance.

Attachments:

Exhibit A – Periodic Update Checklist for Fully Planning Cities

Periodic Update Checklist for Fully-Planning Cities

Overview: This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) conduct the “periodic review and update” of **comprehensive plans** and **development regulations** required by [RCW 36.70A.130 \(4\)](#). This checklist identifies components of comprehensive plans and development regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018).

Statutory changes adopted since 2015 are emphasized in highlighted text to help identify new GMA requirements that may not have been addressed during the last update or through other amendments outside of the required periodic update process.

What’s new: For the 2024-2027 update cycle, Commerce has updated and streamlined periodic update resources including checklists, guidebooks and a [webpage](#) to serve you better. A checklist and guidebook for *partially-planning jurisdictions* will be available prior to their 2026-2027 updates. A separate checklist is available for counties.

2021-2022 Legislative Session:

[HB 1220](#) substantially amends housing-related provisions of the GMA, [RCW 36.70A.070\(2\)](#). Please refer to the following Commerce housing webpages for further information about the new requirements: [Updating GMA Housing Elements](#) and [Planning for Housing](#).

[HB 1241](#) changes the periodic update cycle described in RCW 36.70A.130. Jurisdictions required to complete their update in 2024 now have until December 31, 2024 to finalize their review and submit to Commerce. Jurisdictions required to complete their updates in 2025-2027 are still required to submit prior to June 30th of their respective year. Additionally, jurisdictions that meet the new criteria will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.

[HB 1717](#) adds new requirements in [RCW 36.70A.040](#) and [RCW 36.70A.190](#) regarding tribal participation in planning efforts with local and regional jurisdictions.

[HB 1799](#) adds a new section to the GMA, [RCW 36.70A.142](#), requiring some local governments to begin providing separated organic material collection services within their jurisdictions in order to increase volumes of organic materials collected and delivered to composting and other organic material management facilities.

[SB 5593](#) adds new elements to RCW [36.70A.130\(3\)](#) regarding changes to planning and/or modifying urban growth areas.

Gig Harbor
City
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Staff contact, phone + email

[SB 5818](#) promotes housing construction in cities through amendments to and limiting appeals under the state environmental policy act (SEPA) and the GMA, amending [RCW 36.70A.070\(2\)](#).

Local governments should review local comprehensive plan policies, countywide planning policies and multicounty planning policies (where applicable) to be consistent with the new requirements.

Checklist Instructions

With the most recent versions of your comprehensive plan and development regulations in hand, fill out each item in the checklist, answering the following questions:

Is this item addressed in your current plan or development regulations? If YES, fill in the form with citation(s) to where in the plan or regulation the item is addressed. Where possible, we recommend citing policy or goal numbers by element rather than page numbers, since these can change. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, visit the Commerce [Periodic Update webpage](#) or contact the [Commerce planner assigned to your region](#).

Is amendment needed to meet current statute? Check YES to indicate a change to your plan will be needed. Check NO to indicate that the GMA requirement has already been met. Local updates may not be needed if the statute hasn't changed since your previous update, if your jurisdiction has kept current with required inventories, or if there haven't been many changes in local circumstances.

Use the "Notes" column to add additional information to note where your city may elect to work on or amend sections of your plan or development regulations, to call out sections that are not strictly required by the GMA, or to indicate if the item is not applicable to your jurisdiction.

Submit your checklist! This will be the first deliverable under your periodic update grant.

PlanView system and instructions: Completed checklists can be submitted through Commerce's PlanView portal. The PlanView system allows cities and counties to submit and track amendments to comprehensive plans or development regulations online, with or without a user account. You can also submit via email: reviewteam@commerce.wa.gov Fill out and attach a [cover sheet](#), a copy of your submittal and this checklist. *Please be advised that Commerce is no longer accepting paper submittals.*

For further information about the submittal process please visit Commerce's [Requirements and procedures for providing notice to the state](#) webpage.

Need help?

Please visit Commerce's [periodic update webpage](#) for additional resources

or contact:

Suzanne Austin, AICP

Senior Planner

Growth Management Services

WA Department of Commerce

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Checklist Navigation

(Ctrl + Click each element)

Section I: Comprehensive Plan

LAND USE

HOUSING

CAPITAL FACILITIES

UTILITIES

TRANSPORTATION

SHORELINE

ESSENTIAL PUBLIC FACILITIES

TRIBAL PLANNING

ECONOMIC DEVELOPMENT

PARKS & RECREATION

OPTIONAL ELEMENTS

CONSISTENCY

PUBLIC PARTICIPATION

Section II: Development Regulations

CRITICAL AREAS

ZONING CODE

SHORELINE MASTER PROGRAM

RESOURCE LANDS

ESSENTIAL PUBLIC FACILITIES

SUBDIVISION CODE

STORMWATER

ORGANIC MATERIALS MANAGEMENT

IMPACT FEES

CONCURRENCY & TDM

TRIBAL PARTICIPATION

OPTIONAL REGULATIONS

PROJECT REVIEW PROCEDURES

PLAN & REGULATION AMENDMENTS

Section I: Comprehensive Plan Elements

Land Use Element

Consistent with countywide planning policies (CWPPs) and RCW 36.70A.070(1)

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
New 2021-2022 legislation ESSB 5593: changes to RCW 36.70A.130 regarding UGA size, patterns of development, suitability and infrastructure. Coordinate these efforts with your county			
a. The element integrates relevant county-wide planning policies into the local planning process, and ensures local goals and policies are consistent. For jurisdictions in the central Puget Sound region, the plan is consistent with applicable multicounty planning policies. RCW 36.70A.210 WAC 365-196-305 Coordinate these efforts with your county	Yes, Chapter 2, 2.1.5 C and associated policies.	No	
b. A future land use map showing city limits and UGA boundaries. RCW 36.70A.070(1) and RCW 36.70A.110(6) WAC 365-196-400(2)(d), WAC 365-196-405(2)(i)(ii)	Yes, Appendix 1 Land Use Map	No	
c. Consideration of urban planning approaches that increase physical activity. RCW 36.70A.070(1) and WAC 365-196-405(2)(j). Additional resources: Transportation Efficient Communities, The Washington State Plan for Healthy Communities, Active Community Environment Toolkit	Yes, Chapter 2, Goal 2.9, and Associated Policies	No	
d. A consistent population projection throughout the plan which should be consistent with the county's sub-county allocation of that forecast and housing needs. RCW 36.70A.115, RCW 43.62.035 and WAC 365-196-405(f)	Yes, Chapter 2, 2.1.4 B	No	

Section I: Comprehensive Plan Elements

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
e. Estimates of population densities and building intensities based on future land uses and housing needs. RCW 36.70A.070(1), WAC 365-196-405(2)(i) For cities required to plan under the Buildable Lands Program, RCW 36.70A.215 amended in 2017, some jurisdictions may need to identify reasonable measures to reconcile inconsistencies. See Commerce's Buildable Lands Program page.	Yes , Chapter 6, 6.4.3, Meeting Housing Needs (page 6-8)	No	
f. Provisions for protection of the quality and quantity of groundwater used for public water supplies. RCW 36.70A.070(1); WAC 365-196-405(1)(c); WAC 365-196-485(1)(d)	Yes Chapter 2, Goal 2.4, and associated policies.	No	
g. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, storm water management facilities, recreation, schools, and other public uses. RCW 36.70A.150 and WAC 365-196-340	Yes Chapter 8, Goal 8.1 and associated policies.	No	
h. Identification of open space corridors within and between urban growth areas, including lands useful for recreation, wildlife habitat, trails, and connection of critical areas. RCW 36.70A.160 and WAC 365-196-335	Yes , Chapter 2, Goal 2.6, and associated policies.	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
i. If there is an airport within or adjacent to the city: policies, land use designations (and zoning) to discourage the siting of incompatible uses adjacent to general aviation airports. RCW 36.70A.510, RCW 36.70.547 Note: The plan (and associated regulations) must be filed with the Aviation Division of WSDOT. WAC 365-196-455	N/A	N/A	
j. Where applicable, a review of drainage, flooding, and stormwater run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state. RCW 36.70A.070(1) and WAC 365-196-405(2) Note: RCW 90.56.010(27) defines waters of the state. Additional resources: Protect Puget Sound Watersheds, Building Cities in the Rain, Ecology Stormwater Manuals, Puget Sound Partnership Action Agenda	Yes, Chapter 2, Goal 2.5 and associated policies	No	
k. Policies to designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. In developing these policies, the city must have included the best available science (BAS) to protect the functions and values of critical areas, and give “special consideration” to conservation or protection measures necessary to preserve or enhance anadromous fisheries. RCW 36.70A.030(6), RCW 36.70A.172, WAC 365-190-080 Best Available Science: see WAC 365-195-900 through -925	Yes, Chapter 2, 2.6.1 & associated policies.	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
l. If forest or agricultural lands of long-term commercial significance are designated inside city: a program authorizing Transfer (or Purchase) of Development Rights. RCW 36.70A.060(4) , RCW 36.70A.170	N/A	N/A	Chapter 5, 5.2.2 & 5.2.3 both regard the lack of either lands.
m. If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: policies, land use designations, (and consistent zoning) to discourage the siting of incompatible uses adjacent to military bases. RCW 36.70A.530(3) , WAC 365-196-475	N/A	N/A	
n. New section RCW 36.70A.142; new 2021-2022 legislation HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting must meet criteria described in RCW 70A.205.040(3) See also RCW 36.70.330 . For applicability, see RCW 70A.205.540	No	Yes	This is not present in the current comprehensive plan. This will need to be integrated in the update.

Housing Element

In the 2021 legislative session, HB 1220 substantially amended the housing-related provisions of the Growth Management Act (GMA), RCW 36.70A.070 (2). Local governments should review local comprehensive plan policies and countywide planning policies to be consistent with the updated requirements. Please refer to Commerce's housing webpages for further information about the new requirements:

Updating GMA Housing Elements and Planning for Housing

a. Goals, policies, and objectives for the preservation, improvement, and development of housing. RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a)	Yes, Chapter 6, Goal 6.5, & Associated Policies	No	
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	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
b. Within an urban growth area boundary, consideration of duplexes, triplexes, and townhomes. RCW 36.70A.070(2)(c) amended in 2021, WAC 365-196-300	No	Yes	This is not included in the housing chapter. Triplexes and townhomes aren't mentioned at all. This will be integrated into the update.
c. Consideration of housing locations in relation to employment locations and the role of ADUs. RCW 36.70A.070(2)(d) amended in 2021	Yes , Chapter 6, 6.5.2 & 6.5.3	No	
d. An inventory and analysis of existing and projected housing needs over the planning period, by income band, consistent with the jurisdiction's share of housing need, as provided by Commerce. RCW 36.70A.070(2)(a) amended in 2021, WAC 365-196-410(2)(b) and (c)	Yes , Chapter 6, Table 3, Table 4, Table 5, & Associated Policies.	No	
e. Identification of capacity of land for housing including, but not limited to, government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing. RCW 36.70A.070(2)(e) amended in 2021, WAC 365-196-410 and (f)	Yes , Chapter 5, Page 6-8, "Meeting the Housing Demand" & Associated Policies/ Tables.	No	
f. Adequate provisions for existing and projected housing needs for all economic segments of the community. RCW 36.70A.070(2)(d) amended in 2021, WAC 365-196-010(g)(ii) , WAC 365-196-300(f) , WAC 365-196-410 and see Commerce's Housing Action Plan (HAP) guidance: Guidance for Developing a Housing Action Plan	Yes , Chapter 6, Goal 6.5 & Associated Policies.	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
g. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including: • Zoning that may have a discriminatory effect; • Disinvestment; and • Infrastructure availability RCW 36.70A.070(e) new in 2021	No	Yes	This is not present in the current housing element. This will be included in the update.
h. Establish policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions. RCW 36.70A.070(2)(f) new in 2021	No	Yes	This is not present in the current housing element. This will be included in the update.
i. Identification of areas that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and capital investments.¹ RCW 36.70A.070(2)(g) new in 2021 Establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing. RCW 36.70A.070(2)(h) new in 2021	No	Yes	This is not present in the current housing element. This will be included in the update.

¹ This work should identify areas where anti-displacement tools may be applied, but may not need to be in the comprehensive plan. See Commerce's housing guidance: [Updating GMA Housing Elements - Washington State Department of Commerce](#)

Capital Facilities Plan (CFP) Element

To serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc. including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from park and recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and [RCW 36.70A.070\(3\)](#), and include:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Policies or procedures to ensure capital budget decisions are in conformity with the comprehensive plan. RCW 36.70A.120	Yes , Chapter 13: 13.1.8, associated policies.	No	
b. An inventory of existing capital facilities owned by public entities. RCW 36.70A.070(3)(a) and WAC 365-196-415(1)(a)	Yes , Chapter 13, Page 13-2, Inventory & Analysis, Associated Policies	No	
c. A forecast of needed capital facilities. RCW 36.70A.070(3)(b) and WAC 365-196-415(1)(b) Note: The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period.	Yes , Chapter 13, Page 13-2, Inventory & Analysis, Associated Policies	No	
d. Proposed locations and capacities of expanded or new capital facilities. RCW 36.70A.070(3)(c) and WAC 365-196-415 (1)(c) and (3)(c) ²	Yes , Chapter 13, Table 13.1, Table 13.2	No	
e. A six-year plan (at least) that will finance such capital facilities within projected funding capacities and identify sources of public money to finance planned capital facilities. RCW 36.70A.070(3)(d) , RCW 36.70A.120 , WAC 365-196-415(1)(d)	Yes , Chapter 13, Page 13-29, Six Year CIP, & Associated Policies.	No	

² Infrastructure investments should consider equity and plan for any potential displacement impacts.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
f. A policy or procedure to reassess the Land Use Element if probable funding falls short of meeting existing needs. RCW 36.70A.070(3)(e) WAC 365-196-415(2)(d) Note: park and recreation facilities shall be included in the capital facilities plan element	Yes , Chapter 13, 13.1.12	No	
g. If impact fees are collected: identification of public facilities on which money is to be spent. RCW 82.02.050(5) and WAC 365-196-850(3)	Yes , Chapter 13, Page 13-21, Mechanisms to Provide Capital Facilities	No	

Utilities Element

Consistent with relevant CWPPs and RCW 36.70A.070(4). Utilities include, but are not limited to: sanitary sewer systems, water lines, fire suppression, electrical lines, telecommunication lines, and natural gas lines.

The general location, proposed location and capacity of all existing and proposed utilities. RCW 36.70A.070(4) and WAC 365-196-420	No	Yes	Chapter 9 (Utilities Element), describes preparing a map showing the location and proposed locations, however this is not available as an appendix.
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Transportation Element

Consistent with relevant CWPPs and RCW 36.70A.070(6)

a. An inventory of air, water, and ground transportation facilities and services, including transit alignments, state-owned transportation facilities, and general aviation airports. RCW 36.70A.070(6)(a)(iii)(A) and WAC 365-196-430(2)(c) .	Yes	No	There is no clear inventory. An inventory to easily site will be created.
b. Adopted levels of service (LOS) standards for all arterials, transit routes and highways. RCW 36.70A.070(6)(a)(iii)(B) and (C) , WAC 365-196-430	Yes , Chapter 12, Table 4, Policy 2.4	No	
c. Identification of specific actions to bring locally-owned transportation facilities and services to established LOS. RCW 36.70A.070(6)(a)(iii)(D) , WAC 365-196-430	Yes , Chapter 12, Chapter 6. Capital plan, Associated policies.	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
d. A forecast of traffic for at least 10 years including land use assumptions used in estimating travel. RCW 36.70A.070(6)(a)(i) , RCW 36.70A.070(6)(a)(iii)(E) , WAC 365-196-430(2)(f)	No	Yes	A forecast that extends 10 years is missing from this element.
e. A projection of state and local system needs to meet current and future demand. RCW 36.70A.070(6)(a)(iii)(F) and WAC 365-196-430(1)(c)(vi)	Yes , Chapter 12, Table 9, Table 10, Table 11, and Associated Policies	No	
f. A pedestrian and bicycle component to include collaborative efforts to identify and designate planned improvements for pedestrian and bicycle facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles. RCW 36.70A.070(6)(a)(vii) , WAC 365-196-430(2)(j)	Yes , Chapter 12, CH 5, LOS, pages 43-47	No	
g. A description of any existing and planned transportation demand management (TDM) strategies, such as HOV lanes or subsidy programs, parking policies, etc. RCW 36.70A.070(6)(a)(vi) and WAC 365-196-430(2)(i)(i)	Yes , Chapter 12, Policy 2.9, Chapter 2, conditions and trends.	No	
h. An analysis of future funding capability to judge needs against probable funding resources. RCW 36.70A.070(6)(a)(iv)(A) , WAC 365.196-430(2)(k)(iv)	Yes , Chapter 12. Chapter 6, associated tables and policies.	No	
i. A multi-year financing plan based on needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the 6-year street, road or transit program. RCW 36.70A.070(6)(a)(iv)(B) and RCW 35.77.010 , WAC 365-196-430(2)(k)(ii)	Yes , Chapter 12. Chapter 6, Table 6	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
j. If probable funding falls short of meeting identified needs: a discussion of how additional funds will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met. RCW 36.70A.070(6)(a)(iv)(C) , WAC 365-196-430(2)(l)(iii)	Yes , Chapter 12, Goal 4, Policy 4.1	No	
k. A description of intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions and how it is consistent with the regional transportation plan. RCW 36.70A.070(6)(a)(v) ; WAC 365-196-430(1)(e) and 430(2)(a)(iii)	Yes . Chapter 12, Ch 1, Regional Coordination, Goal 5 Policy 5.1	No	

Shoreline

For shorelines of the state, the goals and policies of the shoreline management act as set forth in [RCW 90.58.020](#) are added as one of the goals of the Growth Management Act (GMA) as set forth in [RCW 36.70A.480](#). The goals and policies of a shoreline master program for a county or city approved under [RCW 90.58](#) shall be considered an element of the county or city's comprehensive plan.

a. The policies, goals, and provisions of RCW 90.58 and applicable guidelines shall be the sole basis for determining compliance of a shoreline master program with this chapter except as the shoreline master program is required to comply with the internal consistency provisions of RCW 36.70A.070 , 36.70A.040(4) , 35.63.125 , 35A.63.105 , 36.70A.480	Yes	No	
b. Shoreline master programs shall provide a level of protection to critical areas located within shorelines of the state that assures no net loss of shoreline ecological functions necessary to sustain shoreline natural resources as defined by department of ecology guidelines adopted pursuant to RCW 90.58.060 .	No	Yes	This element is not present in the current SMP and needs to be included in the update.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. Shorelines of the state shall not be considered critical areas under this chapter except to the extent that specific areas located within shorelines of the state qualify for critical area designation based on the definition of critical areas provided by RCW 36.70A.030(5) and have been designated as such by a local government pursuant to RCW 36.70A.060(2) .	No	Yes	This clarification is not included in the existing SMP and will need to added to the new SMP.
d. If a local jurisdiction's master program does not include land necessary for buffers for critical areas that occur within shorelines of the state, as authorized by RCW 90.58.030(2)(f) , then the local jurisdiction shall continue to regulate those critical areas and their required buffers pursuant to RCW 36.70A.060(2) .	No	Yes	

Provisions for siting essential public facilities (EPFs)

Consistent with CWPPs and [RCW 36.70A.200](#), amended 2021. This section can be included in the Capital Facilities Element, Land Use Element or in its own element. Sometimes the identification and siting process for EPFs is part of the CWPPs.

a. A process or criteria for identifying and siting essential public facilities (EPFs). RCW 36.70A.200 and WAC 365-196-550(1) Notes: RCW 36.70A.200, amended 2021 regarding reentry and rehabilitation facilities. EPFs are defined in RCW 36.70A.200 . Regional transit authority facilities are included in the list of essential public facilities.	Yes, Chapter 8, Goal 8.1 & Associated Policies, Goal 8.2 Associated Policies	No	
b. Policies or procedures that ensure the comprehensive plan does not preclude the siting of EPFs. RCW 36.70A.200(5) Note: If the EPF siting process is in the CWPPs, this policy may be contained in the comprehensive plan as well. WAC 365-196-550(3)	Yes, Chapter 8, Page 8-1 Introduction & Associated Policies.	No	

Tribal Participation in Planning new in 2022 (see [HB 1717](#))

A federally recognized Indian tribe may voluntarily choose to participate in the local and regional planning processes.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. RCW 36.70A.040(8)(a) new in 2022, RCW 36.70A.190 new in 2022	No	Yes	Reach out to tribes during public engagement to determine interest in collaborating/participating in the planning process.
b. <i>Port elements</i> , if adopted, are developed collaboratively between the city, the applicable port and the applicable tribe(s), which shall comply with RCW 36.70A.040(8) . RCW 36.70A.085 amended in 2022	No	Yes	Tribal coordination has not been involved in the harbor element. Tribes will be reached out to involve them in this element.
c. <i>Urban Growth Areas</i> : counties and cities coordinate planning efforts for any areas planned for urban growth with applicable tribe(s). RCW 36.70A.110(1) amended 2022, RCW 36.70A.040(8)	No	Yes	This coordination has not happened with tribes in considering UGA, at least as documented. Tribes will be involved and included in UGA planning.

Future required elements: pending state funding

As of 2022, these elements have not received state funding to aid local jurisdictions in implementation. Therefore, these elements are not required to be added to comprehensive plans at this time. Commerce encourages jurisdictions to begin planning for these elements, pending the future mandate.

	In Current Plan? Yes/No If yes, cite section	Notes
Economic Development Although included in RCW 36.70A.070 “mandatory elements” an economic development element is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements. RCW 36.70A.070(7) amended 2017	Yes, Chapter 7 Economic Development & Associated Policies	
Parks and Recreation Although included in RCW 36.70A.070 “mandatory elements” a parks and recreation element is not required because the state did not provide funding to assist in developing local elements when this provision was added to the GMA. However, park, recreation, and open space planning are GMA goals, and it is important to plan for and fund these facilities. RCW 36.70A.070(8)	Yes, Chapter 11, Parks, Recreation, and Open Space, Associated policies.	

Optional Elements

Pursuant to [RCW 36.70A.080](#), a comprehensive plan may include additional elements, items, or studies dealing with other subjects relating to the physical development within its jurisdiction, including, but not limited to:

	In Current Plan? Yes/No If yes, cite section	Notes
Climate Change Mitigation & Resilience As of 2022, this optional element has not yet received state funding to aid local jurisdictions in implementation. Please visit Commerce's Climate Program page for resources and assistance if interested in developing climate mitigation and resilience plans for your jurisdiction.	No	Climate mitigation is not included, this will be considered in the update.
Sub-Area Plans		
Other		

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. All plan elements must be consistent with relevant county-wide planning policies (CWPPs) and, where applicable, multi-county planning policies (MPPs), and the GMA. RCW 36.70A.100 and 210 , WAC 365-196-305 ; 400(2)(c) ; 510 and 520	Yes , Comp Plan Introduction Regional Planning Statement , Chapter 2, 2.1.5 C	No	
b. All plan elements must be consistent with each other. RCW 36.70A.070 (preamble) and WAC 365-197-040	Yes , Comp Plan introduction,	No	
c. The plan must be coordinated with the plans of adjacent jurisdictions. RCW 36.70A.100 and WAC 365-196-520	Yes , Comp Plan introduction, "regional planning statement".	No	

Public Participation

a. Plan ensures public participation in the comprehensive planning process. RCW 36.70A.020(11) , .035 , and .140 , WAC 365-196-600(3) provide possible public participation choices.	Yes , Comp Plan introduction, Public Participation	No	
b. If the process for making amendments is included in the comprehensive plan: • The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in RCW 36.70A.130(2), WAC365-196-640 • The plan sets out a procedure for adopting emergency amendments and defines emergency. RCW 36.70A.130(2)(b) and RCW 36.70A.390, WAC 365-196-650(4)	No	No	The process for making amendments is included within the municipal code

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comp plan's goals and the goals of the GMA. WAC 365-196-660 discusses a potential review of growth management implementation on a systematic basis. New 2021-2022 legislation HB 1241 provides that those jurisdictions with a periodic update due in 2024 have until December 31, 2024 to submit. The legislation also changed the update cycle to every ten years after the 2024-2027 cycle. Jurisdictions that meet the new criteria described in RCW 36.70A.130(9) will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.	No	Yes	There is not a documented monitoring plan or adjacent mechanism written in the plan. This is something that will be included within the update.
d. Considerations for preserving property rights. Local governments must evaluate proposed regulatory or administrative actions to assure that such actions do not result in an unconstitutional taking of private property. RCW 36.70A.370. For further guidance see the 2018 Advisory Memo on the Unconstitutional Taking of Private Property	No	Yes	Property rights are listed within the introduction section. This is something that needs to be expanded on in more detail.

Section II: Development Regulations

Must be consistent with and implement the comprehensive plan. [RCW 36.70A.040](#), [WAC 365-196-800](#) and [810](#)

Critical Areas

Regulations protecting critical areas are required by [RCW 36.70A.060\(2\)](#), [RCW 36.70A.172\(1\)](#), [WAC 365-190-080](#) and [WAC 365-195-900](#) through [925](#).

Please visit Commerce's [Critical Areas webpage](#) for resources and to complete the [Critical Areas Checklist](#). Critical areas regulations must be reviewed and updated, as necessary, to incorporate legislative changes and best available science. Jurisdictions using periodic update grant funds to update critical areas regulations must submit the critical areas checklist as a first deliverable, in addition to this periodic update checklist.

Zoning Code

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Zoning designations are consistent and implement land use designations that accommodate future housing needs by income bracket as allocated through the countywide planning process (RCW 36.70A.070(2)(c) - Amended in 2021 with HB 1220)	No	Yes	Income bracket is not included within code as a consideration establishing zoning district, however it is mentioned for some zones. Language and policy will be updated with this requirement in mind.
b. Permanent supportive housing or transitional housing must be allowed where residences and hotels are allowed. RCW 36.70A.390 New in 2021, (HB 1220 sections 3-5) "permanent supportive housing" is defined in RCW 36.70A.030 ; "transitional housing" is defined in RCW 84.36.043(2)(c)	No	Yes	Assisted Living Facility is a defined use that is most like permanent supportive housing. This is not approved in some zones that allow residences and hotels. It is conditional use in several zones. There is no defined use that falls in line with transitional housing. Code updates will better clarify definitions and meet this requirement.
c. Indoor emergency shelters and indoor emergency housing shall be allowed in any zones in which hotels are allowed, except in cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within one-mile of transit. Indoor emergency housing must be allowed in areas with hotels. RCW 35A.21.430 amended in 2021, RCW 35.21.683 , amended in 2021, (HB 1220 sections 3-5) "emergency housing" is defined in RCW 84.36.043(2)(b)	No	Yes	Zoning code does not include the defined use of emergency housing or emergency shelters. This may be a use that needs to be defined.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
d. The number of unrelated persons that occupy a household or dwelling unit except as provided in state law, for short term rentals, or occupant load per square foot shall not be regulated or limited by cities. (HB 5235) , RCW 35.21.682 new in 2021, RCW 35A.21.314 new in 2022, RCW 36.01.227 new in 2021	No	No	There are no such restrictions within the zoning code.
e. Limitations on the amount of parking local governments can require for low-income, senior, disabled and market-rate housing units located near high-quality transit service. RCW 36.70A.620 amended in 2020 and RCW 36.70A.600 amended in 2019	No	Yes	Exceptions for low-income, senior, disabled and market-rate housing units located near high-quality transit service should be added to the table within 17.72.030, parking requirements.
f. Family day care providers are allowed in all residential dwellings located in areas zoned for residential or commercial RCW 36.70A.450 . Review RCW 43.216.010 for definition of family day care provider and WAC 365-196-865 for more information.	Yes, GHMC 17.14.020 Land Use Matrix	No	
g. Manufactured housing is regulated the same as site built housing. RCW 35.21.684 amended in 2019, RCW 35.63.160 , RCW 35A.21.312 amended in 2019 and RCW 36.01.225 amended in 2019. A local government may require that manufactured homes: (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood, but may not discriminate against consumer choice in housing. See: National Manufactured Housing Construction and Safety Standards Act of 1974	Yes, Restriction does not exist within approved uses guidelines.	No	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
h. Accessory dwelling units: cities (and counties) must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations and other official controls the requirements of RCW 36.70A.698 amended in 2021; Review RCW 36.70A.696 amended in 2021 through 699 and RCW 43.63A.215(3) Watch for new guidance from Commerce on the Planning for Housing webpage.	Yes, GHMC 17.64.045 “Accessory Apartments”	Maybe	Accessory Apartments are how ADU’s are defined within GHMC. This is a light code. Stand alone ADU code could be beneficial. Accessory Apartments also aren’t allowed in all places residences are allowed.
i. Residential structures occupied by persons with handicaps, and group care for children that meets the definition of “familial status” are regulated the same as a similar residential structure occupied by a family or other unrelated individuals. No city or county planning under the GMA may enact or maintain ordinances, development regulations, or administrative practices which treat a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals. RCW 36.70A.410, RCW 70.128.140 and 150, RCW 49.60.222-225 and WAC 365-196-860	Yes, there are no extra provisions within GHMC that establish standards of more intensity for handicap or group care homes.	No	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
j. Affordable housing programs enacted or expanded under RCW 36.70A.540 amended in 2022 comply with the requirements of this section. Examples of such programs may include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed-use projects. WAC 365-196-300 See also RCW 36.70A.545 and WAC 365-196-410(2)(e)(i) “affordable housing” is defined in RCW 84.14.010 Review RCW 36.70A.620 amended in 2020 for minimum residential parking requirements	Yes, GHMC 19.12.160 and associated policies.	No	
k. Limitations on regulating: outdoor encampments, safe parking efforts, indoor overnight shelters and temporary small houses on property owned or controlled by a religious organization. RCW 36.01.290 amended in 2020	Yes, no current regulations in GHMC on outdoor encampments or temporary housing.	No	
l. Regulations discourage incompatible uses around general aviation airports. RCW 36.70.547 and WAC 365-196-455. Incompatible uses include: high population intensity uses such as schools, community centers, tall structures, and hazardous wildlife attractants such as solid waste disposal sites, wastewater or stormwater treatment facilities, or stockyards. For more guidance, see WSDOT’s Aviation Land Use Compatibility Program.	N/A	N/A	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
m. If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, zoning should discourage the siting of incompatible uses adjacent to military base. RCW 36.70A.530(3) and WAC 365-196-475 . Visit Military One Source to locate any bases in your area and help make determination of applicability. If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.	N/A	N/A	
n. Electric vehicle infrastructure (jurisdiction specified: adjacent to Interstates 5, 90, 405 or state route 520 and other criteria) must be allowed as a use in all areas except those zoned for residential, resource use or critical areas. RCW 36.70A.695	Yes, GHMC 17.73	No	
Shoreline Master Program Consistent with RCW 90.58 Shoreline Management Act of 1971			
a. Zoning designations are consistent with Shoreline Master Program (SMP) environmental designations. RCW 36.70A.480	Yes, GHMC 17.68.015	No	
b. If updated to meet RCW 36.70A.480 (2010), SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. RCW 36.70A.480(4) and RCW 90.58.090(4) See Ecology's shoreline planners' toolbox for the SMP Checklist and other resources and Ecology's Shoreline Master Programs Handbook webpage	Yes, GHMC Chapter 18.08	No	

Resource Lands

Defined in [RCW 36.70A.030\(3\), \(12\) and \(17\)](#) and consistent with [RCW 36.70A.060](#) and [RCW 36.70A.170](#)

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Zoning is consistent with natural resource lands designations in the comprehensive plan and conserves natural resource lands. RCW 36.70A.060(3) , WAC 365-196-815 and WAC 365-190-020(6) . Consider innovative zoning techniques to conserve agricultural lands of long-term significance RCW 36.70A.177(2) . See also WAC 365-196-815(3) for examples of innovative zoning techniques.	N/A	N/A	There are no designated natural resource lands in City of Gig Harbor.
b. Regulations to assure that use of lands adjacent to natural resource lands does not interfere with natural resource production. RCW 36.70A.060(1)(a) and WAC 365-190-040 Regulations require notice on all development permits and plats within 500 feet of designated natural resource lands that the property is within or near a designated natural resource land on which a variety of commercial activities may occur that are regulations to implement comprehensive plan	N/A	N/A	There are no designated natural resource lands in City of Gig Harbor.
c. For designated agricultural land, regulations encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes. Accessory uses should be located, designed and operated to support the continuation of agricultural uses. RCW 36.70A.177(3)(b)	N/A	N/A	There are no designated natural resource lands in City of Gig Harbor.
d. Designate mineral lands and associated regulations as required by RCW 36.70A.131 and WAC 365-190-040(5) . For more information review the WA State Dept. of Natural Resources (DNR)'s Geology Division site	N/A	N/A	There are no designated natural resource lands in City of Gig Harbor.

Siting Essential Public Facilities

Regulations for siting essential public facilities should be consistent with [RCW 36.70A.200](#) and consider [WAC 365-196-550](#). Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities. Regulations may be specific to a local jurisdiction, but may be part of county-wide planning policies (CWPPs).

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
Regulations or CWPPs include a process for siting EPFs and ensure EPFs are not precluded. RCW 36.70A.200(2), (3), (5) . WAC 365-196-550(6) lists process for siting EPFs. WAC 365-196-550(3) details preclusions. EPFs should be located outside of known hazardous areas. Visit Commerce's Behavioral Health Facilities Program page for information on establishing or expanding new capacity for behavioral health EPFs.	Yes , GHMC 17.04.328	No	

Subdivision Code

a. Subdivision regulations are consistent with and implement comprehensive plan policies. RCW 36.70A.030(5) and 36.70A.040(4) .	Yes	No	
b. Written findings to approve subdivisions establish adequacy of public facilities. RCW 58.17.110 amended in 2018 - Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students. - Potable water supplies, sanitary wastes, and drainage ways. RCW 36.70A.590 amended 2018 - Open spaces, parks and recreation, and playgrounds - Schools and school grounds Other items related to the public health, safety and general welfare WAC 365-196-820(1) .	Yes , GHMC 16.08.001	No	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. Preliminary subdivision approvals under RCW 58.17.140 and RCW 58.17.170 are valid for a period of five or seven years (previously five years). Note: preliminary plat approval is valid for: seven years if the date of preliminary plat approval is on or before December 31, 2014; five years if the preliminary plat approval is issued on or after January 1, 2015; and ten years if the project is located within city limits, not subject to the shoreline management act, and the preliminary plat is approved on or before December 31, 2007.	No	Yes	This timeframe is not established in GHMC. The update will clarify this.
Stormwater			
a. Regulations protect water quality and implement actions to mitigate or cleanse drainage, flooding, and storm water run-off that pollute waters of the state, including Puget Sound or waters entering Puget Sound. RCW 36.70A.070(1) Regulations may include: adoption of a stormwater manual consistent with Ecology's latest manual for Eastern or Western Washington, adoption of a clearing and grading ordinance – See Commerce's 2005 Technical Guidance Document for Clearing and Grading in Western Washington. Adoption of a low impact development ordinance. See Puget Sound Partnership's 2012 Low Impact Development guidance and Ecology's 2013 Eastern Washington Low Impact Development guidance. Additional Resources: Federal Grants to Protect Puget Sound Watersheds, Building Cities in the Rain, Ecology Stormwater Manuals, Puget Sound Partnership Action Agenda	Yes , GHMC chapter 14.20 and associated policies.	No	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
b. Provisions for corrective action for failing septic systems that pollute waters of the state. RCW 36.70A.070(1) . See also: DOH Wastewater Management, Ecology On-Site Sewage System Projects & Funding	No	Yes	Provision for failing septic is not included in GHMC, this provision will be added in the update.

Organic Materials Management Facilities

New in 2022, HB 1799 added a section to the GMA aimed at reducing the volumes of organic materials collected in conjunction with other solid waste and delivered to landfills, supporting productive uses of organic material waste and reduction of methane gas (a greenhouse gas).

New section RCW 36.70A.142; new 2021-2022 legislation HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting to meet criteria described in RCW 70A.205.040(3) See also RCW 36.70.330. For applicability, see RCW 70A.205.540	No	Yes	OMMF's are note regarded within code. OM's are discussed but not the facilities to manage them. The update will meet this requirement.
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Impact Fees

May impose impact fees on development activity as part of the financing for public facilities, provided that the financing for system improvements to serve new development must provide for a balance between impact fees and other sources of public funds; cannot rely solely on impact fees.

a. If adopted, impact fees are applied consistent with RCW 82.02.050 amended in 2016, .060 amended in 2021, .070 , .080 , .090 amended in 2018 and .100 . WAC 365-196-850 provides guidance on how impact fees should be implemented and spent.	Yes , GHMC Chapter 19.12 and associated policies.	No	
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	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
b. Jurisdictions collecting impact fees must adopt and maintain a system for the deferred collection of impact fees for single-family detached and attached residential construction, consistent with RCW 82.02.050(3) amended in 2016	Yes , GHMC 19.12.110	No	
c. If adopted, limitations on impact fees for early learning facilities RCW 82.02.060 amended in 2021	No	Yes	This limitation is not included in impact fee code.
d. If adopted, exemption of impact fees for low-income and emergency housing development RCW 82.02.060 amended in 2021. See also definition change in RCW 82.02.090(1)(b) amended in 2018	Yes , GHMC 19.12.160	No	

Concurrency and Transportation Demand Management (TDM)

Ensures consistency in land use approval and the development of adequate public facilities as plans are implemented, maximizes the efficiency of existing transportation systems, limits the impacts of traffic and reduces pollution.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. The transportation concurrency requirement includes specific language that prohibits development when level of service standards for transportation facilities cannot be met. RCW 36.70A.070(6)(b), WAC 365-196-840. Note: Concurrency is required for transportation, but may also be applied to park facilities, etc.	Yes , GHMC 19.10.008	No	
b. Measures exist to bring into compliance locally owned transportation facilities or services that are below the levels of service established in the comprehensive plan. RCW 36.70A.070(6)(a)(iii)(B) and (D). Levels of service can be established for automobiles, pedestrians and bicycles. See WAC 365-196-840(3) on establishing an appropriate level of service.	Yes , GHMC 19.12.190	No	
c. Highways of statewide significance (HSS) are exempt from the concurrency ordinance. RCW 36.70A.070(6)(a)(iii)(C)	No	Yes	This provision is not included in GHMC and will need to be added when updating the code to meet this requirement.
d. Traffic demand management (TDM) requirements are consistent with the comprehensive plan. RCW 36.70A.070(6)(a)(vi) Examples may include requiring new development to be oriented towards transit streets, pedestrian-oriented site and building design, and requiring bicycle and pedestrian connections to street and trail networks. WAC 365-196-840(4) recommends adopting methodologies that analyze the transportation system from a comprehensive, multimodal perspective.	Yes , GHMC 19.10.026	No	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
e. If required by RCW 82.70 , a commute trip reduction (CTR) ordinance to achieve reductions in the proportion of single-occupant vehicle commute trips has been adopted. The ordinance should be consistent with comprehensive plan policies for CTR and Department of Transportation rules.	Yes, GHMC Ch 10.28	No	
Tribal Participation in Planning new in 2022 (see HB 1717) A federally recognized Indian tribe may voluntarily choose to participate in the county or regional planning process.			
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period RCW 36.70A.040(8)(a) new in 2022	No	Yes	In association with the Comprehensive Plan update process, reach out to tribes during public engagement to determine interest in collaborating/participating in the planning process.
b. Policies consistent with countywide planning policies that address the protection of tribal cultural resources in collaboration with federally recognized Indian tribes that are invited, provided that a tribe, or more than one tribe, chooses to participate in the process. RCW 36.70A.210(3)(i) new in 2022	No	Yes	In association with the Comprehensive Plan update process, reach out to tribes during public engagement to determine interest in collaboration. Consider implementing policies/ordinances consistent with Pierce County CWPPs to address the protection of tribal cultural resources.
Regulations to Implement Optional Elements			
a. New fully contained communities are consistent with comprehensive plan policies, RCW 36.70A.350 and WAC 365-196-345	N/A	N/A	
b. If applicable, master planned resorts are consistent with comprehensive plan policies,	N/A	N/A	

RCW 36.70A.360 , RCW 36.70A.362 and WAC 365-196-460			
	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. If applicable, major industrial developments and master planned locations outside of UGAs are consistent with comprehensive plan policies, RCW 36.70A.365 , RCW 36.70A.367 and WAC 365-196-465	N/A	N/A	
d. Regulations include procedures to identify, preserve, and/or monitor historical or archaeological resources. RCW 36.70A.020(13) , WAC 365-196-450	Yes , GHMC 17.97	No	
e. Other development regulations needed to implement comprehensive plan policies such as energy, sustainability or design are adopted. WAC 365-196-445	Yes , GHMC Ch 17.89 PRD Zone & Design standards.	No	
f. Design guidelines for new development are clear and easy to understand; administration procedures are clear and defensible.	Maybe	Maybe	The code does take some digging to find the relevant standards. This may be something that can be made better through format changes.

Project Review Procedures

Project review processes integrate permit and environmental review. RCW 36.70A.470, RCW 36.70B and RCW 43.21C. Also: WAC 365-196-845, WAC 197-11(SEPA Rules), WAC 365-197 (Project Consistency Rule, Commerce, 2001) and Ecology SEPA Handbook. Integrated permit and environmental review procedures for: • Notice of application • Notice of complete application • One open-record public hearing	Yes , GHMC Ch 18.04	No	
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• Combining public hearings & decisions for multiple permits • Notice of decision • One closed-record appeal			
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Plan & Regulation Amendments

If procedures governing comprehensive plan amendments are part of the code, then assure the following are true:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Regulations limit amendments to the comprehensive plan to once a year (with statutory exceptions). RCW 36.70A.130(2) and WAC 365-196-640(3) .			
b. Regulations define <i>emergency</i> for an emergency plan amendment. RCW 36.70A.130(2)(b) and WAC 365-196-640(4) .			
c. Regulations include a docketing process for requesting and considering plan amendments. RCW 36.70A.130(2) , RCW 36.70A.470 , and WAC 365-196-640(6) .			
d. A process has been established for early and continuous public notification and participation in the planning process. RCW 36.70A.020(11) , RCW 36.70A.035 and RCW 36.70A.140 . See WAC 365-196-600 regarding public participation and WAC 365-196-610(2) listing recommendations for meeting requirements.			
e. A process exists to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property RCW 36.70A.370 . See the 2018 Advisory Memo on the Unconstitutional Taking of Private Property			
f. Provisions ensure adequate enforcement of regulations, such as zoning and critical area ordinances (civil or criminal penalties). See implementation strategy in WAC 365-196-650(1) .			

Charting Our Course 2044



Comprehensive Plan Periodic
Update

Checklist Review

Planning Commission

July 20, 2023

Periodic Update Basics

We must review:

- New GMA legislation
- Comprehensive plan
- Development Regulations
- UGAs
- Population projections
- Critical areas ordinance
- Resource lands



Legislation

2022

- HB 1220 – Emergency and Affordable Housing
- HB 1241 – Changes in update cycles from 8 to 10 years
- HB 1717 – Tribal participation
- HB 2001 – Tiny homes
- SB 5593 – Revisions to a UGA boundary
- SB 5818 – Limiting appeals under SEPA/GMA

Legislation

2023 (not required for this update)

HB 1110 – Middle Housing (not us...this time)

HB 1337 – ADUs (regulations in place by June 2025)

HB 1293 – Project and design review standards

HB 1042 – Building Conversion & Density

HB 1181 – Climate Change & Environmental Justice

HB 1170 – Climate Resiliency

SB 5412 – SEPA exemptions for housing

SB 1758 – SMA fish hatchery permitting

SB 5104 – Survey of Puget Sound shorelines

HB 1216 – Clean energy project siting

Department of Commerce Checklist

- Tool to ensure compliance with GMA requirements
- Review current plan or development regulations
- If currently compliant, provide citation
- If not, discuss needed changes
- A "no" response only indicates structural compliance; changes still may be anticipated



Checklist Review – UGA

- UGA – coordinate with county
 - Removal from UGA or modification may be warranted based on pattern
 - City Council adopted UGA analysis April 24, 2023
 - Planning Commission reviewed drafts at four meetings in 2021
 - Analysis of costs of infrastructure investments vs. benefits to City
 - Update Comp Plan based on city/county understanding

Checklist Review – HB 1799

- Solid Waste Management Plan
 - Organic material reduction/diversion

Checklist Review - HB 1220

- Consideration of duplexes, triplexes, townhomes within UGA
- Accommodate housing for all income bands
- Identify policies/regulations resulting in racially disparate impacts, displacement and exclusion
 - Work recently done by BERK
 - BIPOC community higher rate of housing cost burden
 - Exclusionary Effect present; pockets of segregation
 - Displacement risk present for mobile home parks and apartment complexes (western Soundview)

Checklist Review - Transportation

- Inventory of air, water, ground transportation
- 10-year forecast
- Updates to modeling required – post Covid

Checklist Review - Shorelines

- Ensure consistency between Shoreline Element and Shoreline Master Program
- Clarify critical area designation with respect to shorelines

Checklist Review - Tribal Participation

- Public Engagement with tribes regarding collaboration in planning process
- Tribal coordination regarding Harbor Element
- Tribal coordination regarding UGA planning

Checklist Review - HB 1241 Consistency Monitoring

- Five-year progress report: how are we doing in terms of Comp Plan implementation?

Checklist Review - Development Regulations

- Accommodating housing needs by income bracket
- Permanent supportive/transitional housing
- Indoor emergency shelters/housing
- Review parking requirements for low-income, senior, disabled and market housing near transit
- ADUs – COMING
- Subdivision approvals – clarify time limits
- Corrective action for failing septic systems
- Review Design Guidelines for clarity and defensibility

Checklist Review – PSRC



- Separate PSRC checklist to assist with MPP/Vision 2050 consistency: <https://www.psrc.org/media/3565>
 - Regional Collaboration/growth strategy
 - Environment
 - Climate Change
 - Land Use/Development Patterns
 - Housing
 - Economy
 - Transportation
 - Public Services