

Staff Report

To the Planning Commission

JUNE 26, 2024

2024 COMPREHENSIVE PLAN PERIODIC UPDATE

Public Hearing – Final Review and Recommendation

INTRODUCTION

On December 4, 2023, the City Council adopted Resolution No. 1026 adopting the Annual Preliminary Planning Commission Work Plan for 2024. The work plan included directing the Planning Commission to continue work on the University Place Comprehensive Plan update. In accordance with the Growth Management Act (RCW 36.70A.130), the city is required to conduct a 10-year periodic review of the comprehensive plan, development regulations, and critical areas ordinance, and update, if necessary, by December 2024.

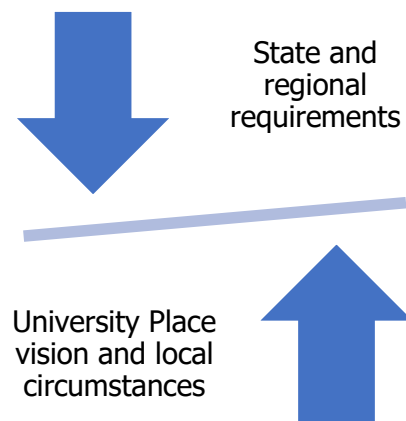
The Planning Commission started this review under the 2023 work plan. The Commission was introduced to LDC, Inc. and Triangle Associates, the consultants contracted to assist the city with the comprehensive plan update. LDC gave various updates to the Commission and conducted workshop meetings over some of the “Elements” of the comprehensive plan. Triangle Associates also provided a quantitative summary of the community survey results. Details of the meetings are provided in the next section below.

SCOPE OF 2024 PERIODIC UPDATE

Approach

A comprehensive plan is the foundation for local planning efforts, providing a broad statement of the community’s vision for the future by outlining goals, objectives, policies, and actions that guide a jurisdiction in creating the physical, economic, and social character of the City. They are living documents that look forward 20 years and are implemented through community programs and development regulations. The planning window for this update is 2024 to 2044.

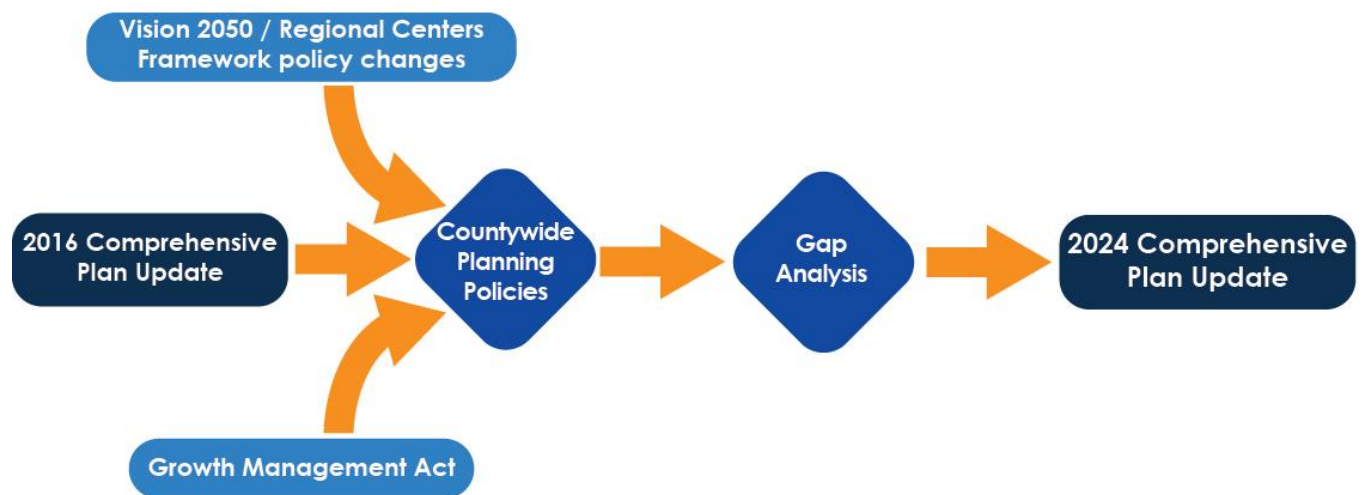
A comprehensive plan consists of different elements which work together to ensure there is a cohesive plan for the community as it grows. This includes, but is not limited to, planning for people, jobs, housing, parks, transportation needs, economic development strategies, utilities, and capital facilities. Planning is a balance between implementing state and regional planning requirements with substantial local deference, which is afforded to the city so it can plan in a way that is best for its community.



The GMA requires that “Each comprehensive land use plan and development regulations shall be subject to continuing review and evaluation by the county or city that adopted them.” (RCW 36.70A.130(1)(a)). Plan updates are not intended to be a wholesale re-write of the existing Plan. It is an update to extend the planning horizon and recognize changes to:

- State laws/case law since the last update
- Best Available Science (BAS) for incorporation into critical areas regulations

The Plan update is also focused on achieving consistency with multicounty planning policies and the regional growth strategy contained in VISION 2050. Countywide Planning Policies (CPPs) have been updated to implement Vision 2050 and many of the changes to the GMA since the last update. The CPPs also contain new population and employment targets, capacity for which will have to be accounted for as part of this Plan update. The growth targets adopted within the CPPs are consistent with the regional growth strategy. A gap analysis was completed to review all these requirements. Identified gaps between the existing comprehensive plan (most recently amended in 2020) and updates to state laws as well as recent regional and countywide policy documents will help inform the approach for this project.



Consistency with State Bills

An important focus of this project will be the Land Use and Housing Element updates. In 2021, House Bill 1220 passed and was signed into law, significantly modifying the requirements for Housing Elements. Some of the new requirements relate to providing options for middle housing and addressing both displacement and equity in housing, which were addressed in the City’s Middle Housing project conducted in 2022-23.

In addition to the requirement to plan for a wider variety of housing types, House Bill 1220 also requires that cities and counties plan for housing that is needed for people making different incomes. Pierce County adopted housing income band allocations in 2022 for every jurisdiction in the County. As part of the comprehensive plan update, University Place was required to demonstrate in its land use and housing elements that it has sufficient capacity and programs to accommodate housing at different income levels.

There have been several other important changes to state law that impact University Place's comprehensive planning. The following represents some of the state law changes which occurred during the 2021-2022 Legislative Session.

- **HB 1220** substantially amends housing-related provisions of the GMA, RCW 36.70A.070(2).
- **HB 1241** changes the periodic update cycle to a 10-year cycle. This is outlined 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. 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 to RCW 36.70A.040 regarding tribal participation in planning efforts with local and regional jurisdictions.
- **HB 1110** substantially changes the way cities plan for housing by requiring cities of certain sizes and locations to allow multiple dwelling units per lot in a middle housing type of form.
- **HB 1337** requires jurisdictions to amend their development and zoning regulations to allow two ADUs per lot, and puts restrictions on the minimum size, aesthetic requirements, and maximum parking a jurisdiction can require.
- **HB 1181** adds a 14th goal to the GMA requiring jurisdictions to plan for climate change and resiliency, RCW 36.70A.020(14). This goal now requires comprehensive plans to have a climate element with resiliency and greenhouse gas emission reductions sub-element. This new element isn't required until the five-year progress report, which is 2029.

Timeline of the Update Process

The Planning Commission held over twelve study sessions during their regularly scheduled meetings for the 2023 and 2024 commission work plans. The meetings included short briefings, as well as workshop meetings to review amendments to the goals, policies, maps, tables, and general text of the draft Comprehensive Plan update. These meetings constitute an estimated 20+ hours of Commission review, which does not include personal time spent reviewing draft materials.

DATE	MEETING	DESCRIPTION OF AGENDA
February 1, 2023	Commission	Introduction to the Comprehensive Plan and update process.
April 5, 2023	Commission	Introduction to the Public Engagement Plan.
May 3, 2023	Commission	Draft Public Engagement Plan workshop.
July 17, 2023	City Council	Introduction to the Comprehensive Plan, update process, and the Public Engagement Plan.
August 16, 2023	Engagement	Final Public Engagement Plan is ready.
September 6, 2023	Commission	Land Use Element draft goals and policies workshop #1.
October 4, 2023	Commission	Land Use Element draft goals and policies workshop #2.
October 11, 2023	Engagement	Launch of Comprehensive Plan update community survey.
October 13, 2023	Engagement	Community survey tabling at UP Oktoberfest event.
November 1, 2023	Commission	Housing Element draft goals and policies workshop #1.
December 1, 2023	Engagement	Community survey tabling at Christmas Tree Lighting event.
December 4, 2023	Engagement	Close of Comprehensive Plan update community survey.

December 6, 2023	Commission	Community survey quantitative results presentation and Housing Element draft goals and policies workshop #2.
January 17, 2024	Commission	Community survey qualitative results and Housing Element draft goals and policies workshop #3.
February 7, 2024	Commission	Transporation Element draft goals and policies workshop.
February, 21 2024	Commission	Shoreline Element draft goals and policies workshop.
March 6, 2024	Commission	Capital Facilities and Utilities Element workshop.
March 20, 2024	Commission	Parks, Recreation and Open Space workshop.
April 3, 2024	Commission	Environmental Management Element workshop.
May 1, 2024	Commission	Draft 2024 Comprehensive Plan update workshop #1.
June 1, 2024	Engagement	Draft Comprehensive Plan update tabling at UP Duck Daze.
June 5, 2024	Commission	Draft 2024 Comprehensive Plan update workshop #2.
June 26, 2024	Commission	Draft 2024 Comprehensive Plan update public hearing.
July 1, 2024	City Council	Draft 2024 Comprehensive Plan update presentation #1.

Public Engagement

Community engagement is an important part of the comprehensive plan update process. The City, in partnership with LDC and Triangle Associates, developed a Public Involvement Plan to guide the community engagement efforts. By soliciting input from a broad range of stakeholders, the comprehensive plan can better reflect residents' and workers' needs, priorities, and aspirations. To understand the engagement strategies that would work best in UP, Triangle Associates conducted interviews with key informants, along with a workshop with City staff, and an interactive study session with the Planning Commission.

A community survey was prepared and included questions informed by the priorities identified during the key informant interviews and workshops with staff and the Planning Commission. Triangle Associates hosted the online survey and held four in-person survey events to gather verbal feedback, as well as provide opportunities to take the survey online or by paper. The survey was open for almost eight weeks and available in English, Spanish, and Korean, and garnered over 400 responses.

Promotional posters were placed around City Hall and emailed out to promotional partners to disseminate to various community groups. The survey link was posted to the City's social media platforms and UP newsletters. City and/or Triangle Associates staff attended the following events to promote the survey and gather community feedback: Oktoberfest; Families Unlimited Network Food Bank; Atrium at City Hall; and the Christmas Tree Lighting.

DRAFT COMPREHENSIVE PLAN AMENDMENTS

The entire draft Comprehensive Plan Periodic Update has been provided as Exhibit A to this Staff Report. Text proposed for addition are **blue** and **underlined**. Text proposed to be deleted or moved are **red** with **~~strikethrough~~**. Maps and tables still to be updated are marked with "Pending Update".

ADDITIONAL WORK

The following items will require further attention before the draft Plan is ready for adoption by the City Council:

- Final incorporation of Planning Commission comments.
- Updating Tables. List which tables.
- Add table of contents for overall Plan and update for each Element.
- Updating Tacoma School District capacity tables.
- Final amendments and labeling to updated maps. – list which maps.
- Conducting a final consistency review without the track changes.
- Possibly adding stylizations and pictures throughout.

NEXT STEPS AND RECOMMENDATION

Next Steps

The Planning Commission will hold a public hearing on the draft Comprehensive Plan Periodic Update on June 26, 2024. Following the public hearing, the draft Plan will be transmitted to the Washington State Department of Commerce for a 60-day review, as well as the issuance of the State Environmental Protection Act (SEPA) threshold determination. Following completion of the edits reference in the *Additional Work* section above, the draft Plan will be published on the City's website for the public to review and comment on during the 60-day state agency review.

As noted in the timeline and section above, the City Council held a meeting last year which introduced the University Plance Comprehensive Plan, what the update process will look like over the two-year review and requested feedback on the draft Public Engagement Plan. The City Council will hold its second meeting on July 1, 2024, which will bring the Council up to speed on all the work completed up to that point in time. The complete draft Plan, along with all final edits and updated maps/tables, will be presented to the City Council during their regular meetings in August and September, with a final adoption estimated in October, 2024.

Recommendation

Staff recommends the Commission finalize its recommendations for the amendments to the draft Comprehensive Plan Periodic Update at the June 26, 2024 special meeting/public hearing. A preliminary resolution will be provided for Commission consideration and adoption. If additional time is required for the Commission to complete its review, then the Commission has the option to leave the public hearing open until the next regularly scheduled meeting on July 17, 2024.