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**COMMUNITY PLANNING &
ECONOMIC DEVELOPMENT DEPARTMENT**

Joshua Cummings, Director

Creating Solutions for Our Future

MEMORANDUM

TO: Thurston County Planning Commission
FROM: Christina Chaput, Community Planning Manager
DATE: April 6, 2022
SUBJECT: 2022-23 Official Dockets

This memo responds to requests from the Planning Commission to better understand the upcoming year's work plan.

The Planning Commissions' annual work plan is the Thurston County official dockets. The Docket is a yearly process that the Board of County Commissioners completes to review and establish a Comprehensive Plan and Development Code work program. Docketing aims to ensure public participation consistent with Thurston County Code 2.05 and the Growth Management Act and is the initial phase of the Thurston County Amendment process (Attachment A).

Each docket covers a bi-annual cycle with a mid-year review. This year is a rest year. All items on the official 2020-2021 docket that were not completed rolled over to the 2022-23 preliminary docket, along with several new proposals. Amendment proposals come from the Board, citizens, and other county planning partners. Over several months starting in January, the Board completed the Docket process and, on March 15, 2022, adopted the Official 2022-23 Comprehensive Plan and Development Code Dockets (Attachment B). With the Official Dockets adopted the next phase of the amendment process will commence. The dockets are the Planning Commission's work plan and it is this next phase where the Planning Commission begins its work.

Community Planning Division staff will complete and facilitate the work on the dockets. Over the next year, staff will develop work plans, conduct research, facilitate stakeholder groups for input and perspectives and develop the text and options packages for the Planning Commission review. Although the Board has prioritized the docket, the items may not come to you in that order. Certain items may take longer for staff to develop the text and options depending on the size and complexity of the project.

As proposals are developed, staff will bring the items forward for the Planning Commission as a body to review. Staff will facilitate, schedule, research, fact find, recommend, and ultimately articulate the will of the Planning Commission to the Board of County Commissioner for their consideration and final decision on the proposal. As we collectively move forward through the year, staff will provide a preview of upcoming items the Planning Commission may see at the next meeting. Please note that the order of the proposal is subject to change. Our job collectively is to accomplish the work program established for us by the Board of County Commissioners. Staff is looking forward to a productive year.

Attachment A – Thurston County Amendment Process

Attachment B – 2022-2023 Official Dockets

Attachment A

General Docket Process Steps (Legislative)

Comprehensive Plan and Code Amendments

Preliminary Docket Review

Board reviews preliminary docket, usually during a briefing

20-Day Written Comment Period

Staff makes final edits, publishes the legal notice, notifies interested parties, and analyzes written comments for the Board to review.

Board Reviews Written Comments

Typically takes place at a board briefing

Board Gives Direction on Proposed Docket

Usually happens at the same time as when the Board reviews written comments

Develop Final Official Docket

Can take about one week, depending on staff workload.

Submit for Adoption

The docket is adopted at a regularly scheduled Board meeting, which are held on Tuesdays.

Board adopts Official Docket

After it has been established, the docket is published on the County's home page.

Under state law (RCW 36.70A.470), the **purpose** of the docketing process is to provide a way for interested parties to suggest Comprehensive Plan and development code amendments to the Board. It is also designed to make the public aware of proposed items that are under consideration.

It is the Board's discretion to place, or remove, any item on the official docket.

Note: All board briefings are open to the public.

Becoming an Amendment

Step 2: Planning Commission Review Process

Staff Review of Draft Amendments

Staff reviews draft code amendments, prepares a staff report, completes an initial legal review and develops alternatives.

Planning Commission Review

Planning Commission reviews preliminary draft amendments over the course of one or more meetings. After review, they set a public hearing with a 20-day notice.

Planning Commission Public Hearing

The public has the opportunity to give comments to the Planning Commission at the public hearing.

Recommendation to the Board

Planning Commission decides on the preliminary draft amendments. Their decision, along with a minority report (if available) is sent to the Board as a recommendation.

- **State Environmental Policy Act (SEPA) Determination**
- **Commerce 60-Day Review**
- **Sent to Board to review**

Proposed amendments are sent to the Department of Commerce for a 60-day review, except under special circumstances.

Note: All Planning Commission meetings are open to the public.

Becoming an Amendment

Step 3: Board of County Commissioners Review Process

Board Reviews Planning Commission Recommendation
Board begins review process after it receives the recommendation from the Planning Commission.

Board Briefing
Staff provide all available recommendations and a summary of public comments received during the Planning Commission review process. The board will give staff feedback for desired changes and set the public hearing with a 20-day notice.

Public Hearing
Public comment is given at the hearing. Staff prepares a review of the comments for the board.

Board Briefing and Direction
Board reviews public comments and recommends any changes to proposed amendments. Board gives staff final direction to prepare amendments for adoption.

Develop Ordinance
Staff draft an ordinance with proposed amendments to development code or comprehensive plan. Requires legal review prior to adoption.

Board Decision
Staff submit ordinance for adoption at a regularly scheduled board meeting.

Notice of Adoption
Notice is published in the County's newspaper of record. 60-day appeal period begins.

Note: All board briefings are open to the public.

Attachment B

THURSTON COUNTY 2022-2023 OFFICIAL COMPREHENSIVE PLAN AMENDMENT DOCKET

CPA-7a	<p>Grand Mound Subarea Plan Update <i>Comprehensive Plan</i> <i>Grand Mound Subarea Plan (including Dragt/Old Hwy 99, Jackson & Singh, Wilmovsky, Steelhammer Family Trust, Fire District #14, Morgan, and Black Lake Quarry Land Use Amendments/UGA Amendment Requests)</i> <i>Title 20 (lot widths)</i></p>
CPA-16	<p>Community-Driven Review of Agricultural Policies and Programs <i>Multiple policy, code, and program updates</i></p>
CPA-8	<p>Countywide Study of Industrial Lands <i>Comprehensive Plan, Joint Plans</i> <i>Titles 20, 21, 22, 23</i></p>
CPA-1	<p>Joint Plan Updates <i>Joint Plans with Olympia (including Terhune/Glenmore Village Land Use Amendment), Lacey (including MC Construction, Bressi, and McDaniel Land Use Amendment), Yelm, Rainier, Tenino, Bucoda</i> <i>Multiple Code Titles</i></p>
CPA-6	<p>Nisqually Subarea Plan Update <i>Comprehensive Plan, Nisqually Subarea Plan</i> <i>Title 20</i></p>
CPA-20	<p>Beaver Creek: Site-Specific Map Land Use Plan and Rezoning Amendment ~390 ac from RRR 1/5 to RRI <i>Comprehensive Plan</i> <i>Applicant: Doelman, HW Seattle</i></p>
CPA-4	<p>Capital Improvement Plan (annual update) <i>Comprehensive Plan</i></p>
CPA-22	<p>Bar Holdings LLC Site-Specific Land Use and Rezoning Amendment Tumwater UGA amendment & ~43 ac form RRR 1/5 to LI <i>Comprehensive Plan, Joint Plan</i> <i>Applicant: Bar Holdings LLC, Hatton Godat Pantier</i></p>
CPA-21	<p>Pogue: Site-Specific Map Land Use Plan and Rezoning Amendment ~1.5 ac from RRR 1/5 to NC <i>Comprehensive Plan</i> <i>Applicant: Pogue, Offut Lake Solutions</i></p>

THURSTON COUNTY 2022-2023 OFFICIAL DEVELOPMENT CODE AMENDMENT DOCKET

A-8	Habitat Conservation Plan (HCP) – Implementation Ordinance <i>Title 17, Title 24</i>
JP-4	Update the Olympia UGA Zoning Ordinance for Consistency with the City Zoning Ordinance <i>Title 23</i>
A-6	Shoreline Master Program Update, and Revisions to Ensure Consistency with other codes <i>Title 19, Title 24, Other Codes</i>
JP-3	Update the Lacey UGA Zoning Ordinance for Consistency with City Zoning Ordinance <i>Title 21</i>
JP-2	Update the Tumwater UGA Zoning Ordinance for Consistency with City Zoning Ordinance <i>Title 22</i>
A-7	Review Low Impact Development Standards <i>All Codes</i>
A-25	Amend the Forest Lands Conversion Ordinance and Review Rural Tree Protection Standards <i>Chapter 17.25, Titles 18, 20, 21, 22, 23</i>
A-18	Update Thurston County Agricultural Activities Critical Areas Ordinance, Chapter 17.15 for Consistency with Voluntary Stewardship Program <i>Title 17, Title 24</i>
A-22	Boundary Line Adjustment (BLA) Standards: Update Code for Compliance with State Standards <i>Chapter 18.04</i>
A-27	Non-Conforming Code Update <i>(formerly Reasonable Use Exceptions code update)</i> <i>Titles 24</i>
A-19	Wireless Communication Facilities: Update Code for Compliance with Federal Regulations <i>Titles 20, 21, 22, and 23</i>
A-24	Emergency Housing Ordinance: Permitting Criteria Flexibility <i>Titles 20, 21, 22, 23</i>
A-23	Address Rural Water Availability when Issuing Development Permits (Hirst Decision) <i>All Codes</i>
A-29	Update Sign Board Posting Procedures <i>Titles 20, 21, 22, 23</i>
A-26	Transfer of Development Rights and Purchase of Development Rights Programs <i>Titles 20, 21, 22, 23</i>
CR-1	Natural Landmark Program <i>Titles 20, 21, 22, 23</i>
A-13	Miscellaneous Clerical Errors <i>All Land Use Codes</i>
A-28	Clarification on Expansion of Non-Conforming Non-Residential Uses and Structures <i>Chapters 20.54, 20.56</i>