

**RESOLUTION NO. 2814**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON MODIFYING THE PLANNING COMMISSION WORK PLAN FOR 2019 – 2020**

**WHEREAS**, the City Council adopted Resolution 2089 requiring the establishment and maintenance of a Work Plan for the Planning Commission to facilitate comprehensive planning and the development of land use regulation in the City; and

**WHEREAS**, the intention of Resolution 2089 is that the Work Plan is adopted during either the last two months of the previous biennium or the first two months of the new biennium; and

**WHEREAS**, the City Council and Planning Commission met in joint session on March 20, 2019 to review and discuss the proposed work plan for the current biennium; and

**WHEREAS**, the City Council passed Resolution 2735 on April 9, 2019 adopting 2019 – 2020 Planning Commission Work Plan; and

**WHEREAS**, the City Council desires to modify the 2019 – 2020 Planning Commission Work Plan;


**NOW, THEREFORE** City Council of the City of Bonney Lake do hereby resolve as follows:

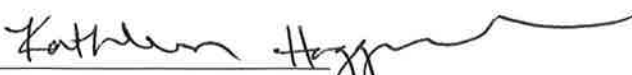
**Section 1. 2019 – 2020 Work Plan Modified.** The Planning Commission Work Plan for 2019 – 2020, attached hereto as Attachment “A”, is hereby modified as shown.

**Section 2. Changes to the Work Plan.** Modifications to the Work Plan will be made consistent with the process provided in Resolution 2089 Section 4.

**PASSED** by the City Council and approved by the Mayor this 11th day of February, 2020.

  
\_\_\_\_\_  
Neil Johnson, Mayor

ATTEST:  
  
\_\_\_\_\_  
Harwood T. Edvalson, City Clerk

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
Kathleen Haggard, City Attorney

City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> PS/Jason Sullivan – Planning & Building Supervisor	<b>Meeting/Workshop Date:</b> February 11, 2020	<b>Agenda Bill Number:</b> AB20-17
<b>Agenda Item Type:</b> Resolution	<b>Ordinance/Resolution Number:</b> 2814	<b>Councilmember Sponsor:</b>

**Agenda Subject:** Bonney Lake Planning Commission Work Plan

**Full Title/Motion:** A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington modifying the Planning Commission Work Plan for 2019 – 2020.

**Administrative Recommendation:**

**Background Summary:** On February 4, 2020, the City Council and the Planning Commission held a joint meeting as required by BLMC 02.04.1040 to discuss modifications to the Planning Commission’s 2019 – 2020 Work Plan was initially adopted pursuant to Resolution 2735. As part of Resolution 2735, adopting the 2019 – 2020 work plan, the City moved to only adopting a new work plan every two years. This was done to better coordinate budgetary requests needed to support the work plan with the adoption of the biennium budget. Therefore, the next new work plan will be adopted in late 2020 or early of 2021 for the biennium covering 2021 through 2022. This approach is more consistent with Resolution 2089, which established the requirement for the work plan. Resolution 2814 will amend the current 2019 – 2020 Planning Commission Work Plan by removing the followings items: Annexations, SEPA Code Amendments, and review of the Cultural Heritage Element of the comprehensive plan. These items will be added to the 2021 – 2022 work plan when it is developed.

**Attachments:** Resolution 2814 and 2019 – 2020 Planning Commission Work Plan

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>									
<b>Council Committee Review:</b>  Date: _____  Forward to: _____	<i>Approvals:</i> Chair/Councilmember Councilmember Councilmember	Consent Agenda: <input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <th style="padding: 2px;">Yes</th> <th style="padding: 2px;">No</th> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>	Yes	No				
Yes	No								
<b>Commission/Board Review:</b> <b>Hearing Examiner Review:</b>									

<b>COUNCIL ACTION</b>	
Workshop Date(s):    February 4, 2020	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

<b>APPROVALS</b>		
<b>Director:</b> <i>Ryan Johnstone, P.E.</i>	<b>Mayor:</b>	<b>Date Reviewed                      by City Attorney:</b> (if applicable):



# Planning Commission Work Plan

January 2019 – December 2020 (REVISED)

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# Introduction

The City recognized that the adoption of *Bonney Lake 2035*, which serves as the city's comprehensive plan, was not the end of the planning process, and that the City would need to have a road map to implement the policies in *Bonney Lake 2035*. In order to provide this roadmap, the City adopted an Implementation Element, which provides specific actions that the City will take over the next 20 years. The specific implementation action(s) associated with each task has been identified, creating a direct correlation between the Planning Commission Work Plan and *Bonney Lake 2035*.

## Planning Commission

The Planning Commission was established as an advisory body to the City Council responsible for providing advice and recommendations for Bonney Lake's future growth (BLMC 2.26.020). Additionally, the Planning Commission is required to review and make recommendations to the City Council on amendments to the comprehensive plan, subarea plans, and development regulations; special planning studies assigned to the planning commission; planning fees, policies, and procedures; and area-wide zoning changes, including zoning related to annexations (BLMC 14.20.020.A)

In 2010, the City Council adopted Resolution 2089 requiring the adoption of a work plan for the Planning Commission within either the last or first two months of the year/biennium. Resolution 2089 requires that the work plan take into account any statutory planning updates required by law, the priorities of the City Council, desires of the Planning Commission, available planning staff or consultant work hours, and the planning related projects or assignments contemplated by the Public Services Director or Mayor's Office

The Planning Commission Work Plan is developed in concert with the Bonney Lake Planning Commission and the City Council, but may change in response to other legislative requirements, community requests, Council priorities, budget, staff constraints, or other emergency situations.

## Tasks

### 1. Sewer System Plan Update

The City is currently in the process of updating the City's Comprehensive Sewer System Plan, which outlines improvement strategies and programs to respond to the dynamic requirements of wastewater service in a rapidly growing area. Bonney Lake's sewer service area includes all of the City and its designated Urban Growth Area, as well as two large areas of unincorporated Pierce County. The current Comprehensive Sewer System Plan was adopted in 2009. Once

the plan has been finalized by the consultant the Planning Commission will hold the required public hearing and provide a recommendation to the City Council.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-1 and CFS-Action-1.

### **Timetable**

- Staff Kick Off: 2016 Q1
- Planning Commission: 2019 Q3
- City Council: 2019 Q4

## **2. VISION 2050**

The Puget Sound Regional Council (PSRC) is extending the region's growth plan to the year 2050. VISION 2050 will build on the region's existing plan, VISION 2040, with the goal to keep the central Puget Sound region healthy and vibrant as it adds more people and jobs in the coming decades - about 1.8 million people and 1.2 million jobs by 2050. PSRC commenced the update process in late 2017 and is expected to be completed by 2020. During 2018, PSRC will be adopting the official scoping document for the update based on input and comments provided by counties, cities, agencies, interest groups and individuals. The draft version of VISION 2050 is expected to be released in 2019 with adoption scheduled for 2020. VISION 2050 could have a significant impact on Bonney Lake as the City is required to complete a periodic update of the City's comprehensive plan in 2023, which will be required to be consistent with the updated regional plan.

During the next two years, there will be multiple opportunities to provide comments directly to PSRC and through the Pierce County Regional Council (PCRC). The Planning Commission will be tasked with reviewing these documents and providing comments and recommendations to the City Council and Administration.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2, CM-Action-3.

### **Timetable**

- Staff Kick Off: 2018 Q1
- Planning Commission: 2018 Q1 – 2020 Q4
- City Council: 2018 Q1 – 2020 Q4

### **3. Watershed Protection and Land Use Planning (WPLUP) Project – Phase 2**

The City of Bonney Lake is proposing an integrated approach to watershed protection and land use planning. With the assistance of the a NEP Estuary Grant from the Departments of Commerce and Ecology, the City completed Phase 1 of the WPLUP Project, which resulted in the adoption of the *Bonney Lake Coordinated Watershed Protection Plan (WPP)* and the *Bonney Lake Centers Plan (Centers Plan)*. The WPP included analyses and approaches to managing stormwater in the City. The WPP identifies basin-specific flow control approaches dependent upon specific physical conditions that are present in each basin area. Phase 2 of this planning effort involves working with the Department of Ecology to have the WPP adopted as a Basin Plan as allowed, in Ecology's *Stormwater Management Manual for Western Washington*. Adopted basin plans may alter and clarify stormwater management minimum requirement approaches when information is provided that demonstrates that the protections are equivalent (Appendix I-A: Guidance for Altering the Minimum Requirements through Basin Planning).

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2, ES-Action-3, ES-Action-4, ES-Action-5, and EV-Action-2. This work is also a requirement of the City's NPDES permit.

#### **Timetable**

- Staff Kick Off: 2018 Q2.
- City Council 2020 Q4

### **4. Watershed Protection and Land Use Planning (WPLUP) Project – Phase 3**

Phase III of this project, will review and revise the design and development standards for the City's commercial zoning districts. Staff will look for opportunities to implement form based regulations in order to better achieve the built environment envisioned by the goals of the Centers Plan: walkable and connected; economic activity and opportunity; civic and cultural amenities; high-quality design; coordinated public investments; unique character and identity; and green design. This work effort will include consolidation of some of the existing zoning categories, amendments to the land use matrix, changes to the development standards, and establishing design guidelines. A new Zoning Map and Future Land Use Map will be completed as part of this project to implement the updated development regulations.

The Future Land Use Map of the Community Development Element provides a basis for applying zoning and for making land use decisions. As part of the development of the 2015

Comprehensive Plan update, the City made a number of changes to the Future Land Use Map to further the policies in Bonney Lake 2035. This project will put into effect the land use designations through appropriate area-wide rezones. In addition, as part of this project changes will be made to the City's Development Regulations to incorporate LID principals and best management practice.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2, CD-Action-2, CD-Action-4, CD-Action-5, ES-Action-7, EV-Action-3, EV-Action-6, EV-Action-7, and EV-Action-8.

### Timetable

- Staff Kick Off: 2018 Q2.
- Planning Commission: 2018 Q3 – 2020 Q2
- Design Commission: 2018 Q3 – 2020 Q2
- City Council 2020 Q3

## 5. Critical Areas Code Update

The City's Implementation Element of *Bonney Lake 2035* directs the City to complete an in-depth review of the City's Critical Areas Code (Title 16 BLMC – Article II) in 2018 in order to incorporate new information and best practices (C-Action-2 and ES-Action-1). City staff have also identified the following issues that will be addressed during this review:

1. **Regulations for Bonney and Debra Jane Lakes:** The City currently regulates these lakes as wetlands, which means that the standards for protecting wetlands applies to the development adjacent to the lakes. Under these regulations, the adjacent properties are wholly encumbered by wetland buffers, and as a result property owners are required to submit SEPA applications to make property improvements. Additionally, there are no provisions to allow for recreational docks on the lake. In comparison, the property owners on Lake Tapps, a Shoreline of Statewide Significance, can make property improvements without SEPA and can construct docks to allow for recreational use of the Lake.
2. **Critical Aquifer Recharge Area (CARA) Regulations:** The City currently regulates CARAs and wellhead protection areas under the same standards, even though the areas have different impacts on the City's groundwater resources. CARAs are areas that have a direct connection to the aquifer, whereas wellhead protection areas are surface and subsurface land area regulated to prevent contamination of a well or well-field supplying a public water system. Since these two areas are regulated under the same set of regulations



all commercial projects are required to complete a hydrogeological analysis regardless of their connection to the aquifer, and increasing the costs of these projects. This will establish separate standards and mapping for both CARAs and well-head protection areas.

3. **Wetland Buffers Intersected by Roads:** The City's current regulations for wetland buffers do not take into account buffers that extend across developed roadways or other significantly improved areas. For example, if there is a wetland on the south side of a roadway and the mathematical buffer would extend to the north side of the roadway, the property on the north side is required to honor this buffer even though the roadway significantly impacts the functionality of the full buffer.
4. **Stream Classification Verification:** The City currently has mapping and classification of most, but not all, documented streams located within the City. The City plans to field verify the streams within the City to ensure that the correct classification selected by on actual field conditions and not just aerial photos and past classifications.

The updated regulations that will address these issues are required to be based on best available science. The City will also be updating the Environmental Stewardship Element.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CD-Action-3, ES-Action-A and ES-Action-2.

### Timetable

- Staff Kick Off: 2018 Q2.
- Planning Commission: 2019 Q1 – 2019 Q2
- City Council 2019 Q2

## 6. Shoreline Master Program Update

The City's Shoreline Master Program consists of two different adopted documents: the current Shoreline Code (Title 16 BLMC – Article III) and the Shoreline Element of *Bonney Lake 2035*. These documents were adopted on September 23, 2014, nearly three years after the deadline established in RCW 90.58.080(2)(a)(iii). The City is now required to complete a periodic update by June 30, 2019 pursuant to RCW 90.58.080(4)(b)(i). As part of the update the City will need to review the SMP and make amendments deemed necessary to reflect changing local circumstances, amendments to state law, new information, and improved data. The review and update process will be similar to the comprehensive plan periodic review process completed in 2015.

In addition to the periodic update, amendments to the Shoreline Code will be considered based on issues that have arisen as a result of staff utilization of the regulations over the last three years. One example, the Shoreline Code prohibited utilities in the Aquatic Shoreline Designation; however, the City has a number of utility lines that cross under Lake Tapps. Another example, when the Shoreline Environmental Designations were drawn, a portion of Allan Yorke Park was placed in the Shoreline Residential SED, which prohibits a number of recreational uses that are proposed to be installed as part of the Allan Yorke Master Plan.

Amendments will be required to both the Shoreline Code and Shoreline Element to implement the proposed policies identified in the Centers Plan. For example, one proposal is to allow commercial uses on the property referred to as the Park Place property; however, commercial uses are not allowed on the portion of the property within the jurisdiction of the Shoreline Code.

The City received a \$15,000 grant from the Department of Ecology to off-set the cost of completing this mandatory update.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2, C-Action-3, and ES-Action-2. This work is also mandatory under the Shoreline Management Act.

### **Timetable**

- Staff Kick Off: 2018 Q2.
- Planning Commission: 2019 Q1 – 2019 Q2
- City Council: 2020 Q3

## **7. Landscaping and Clearing Codes Update**

The City's Implementation Element of *Bonney Lake 2035* identified that the City would complete an in-depth review of the City's Landscaping and Clearing Codes (Chapters 16.12, 16.13, and 16.14 BLMC) in 2017 in order to incorporate new information and best practices (C-Action-2 and ES-Action-1). This update has been grouped together given the interrelated nature of the topics. The two code sections also share the same Administrative Provisions codified in Chapter 16.12 BLMC.

In addition, as part of this project changes will be made to the City's Development Regulations to incorporate LID principals and best management practice.

This work effort is also part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: ES-Action-3, ES-Action-6, and EV-Action-3.

## Timetable

- Staff Kick Off: 2019 Q1.
- Planning Commission: 2019 Q3 – 2020 Q1
- Design Commission 2019 Q4
- City Council 2020 Q1

## 8. Title 14 Review

When the City Council adopted the City’s comprehensive plan, *Bonney Lake 2035*, one of the items included in the Implementation Element was to complete a review of each title within the Development Code (Title 14 – 19) before the next periodic update in 2023. Based on the adopted schedule, Title 14 BLMC – Development Code Administration is up for review by 2020. The purpose of the review is to evaluate the code language to ensure that it is consistent with state law, and to incorporate any new best practices. No specific amendments have been identified at this time.

This work effort is also part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2 and EV-Action-3.

## Timetable

- Staff Kick Off: 2020 Q4
- Planning Commission: 2021 Q1
- City Council: 2021 Q2

## 9. Housing Action Plan (HAP) – Phase 1

The Puget Sound’s robust economy has made the area one of the fast growing regions which has resulted in a lack of affordable housing. The lack of quality affordable housing is one of the most significant issues facing the region now and in the coming decades. The extent of this crisis is evident in the number of bills that were introduced in 2019 by the Washington State Legislature in attempt address the issue. One of the bills (HB1923) set established grant funds for local jurisdictions to take action to address housing affordability. The City in partnership with the City of Sumner submitted and was awarded a grant of \$150,000 to complete a Housing Action Plan for the Cities. This action plan will address housing issues for both Cities and identify implementation action to address the identified issues.

One of those ideas in the proposed legislation to address the lack of housing was the establish regulations that would allow for “tiny houses” to include “tiny houses on wheels” within a jurisdiction. As part of this work effort, the consultant will prepare a report that

documents the current status of legislation related to tiny homes, proposed changes in the building code related to these types of structures, and evaluate the possible impacts of allowing these types of units within the City.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CD-Action-6(4) and CD-Action-7.

### **Timetable**

- Staff Kick Off: 2019 Q4
- Planning Commission: 2020 Q2 – 2021 Q1
- City Council: 2019 Q4 – 2021 Q1

## **10. Downtown Civic Campus Master Plan**

In 2001 the City initially adopted a plan for the Downtown Civic Campus in order to create a focal point for the Downtown Center. The Civic Campus was envisioned to consolidate a variety of city and civic uses such as a city hall, police station, library, senior center, and a large plaza, park, or other open space capable of hosting social and civic events. Over the last eighteen years, the City has purchased nearly ninety percent (90%) of the civic campus. However, since 2001 there have been a number of other decisions that could impact vision for the civic campus including the construction of the Justice and Municipal Center, the Public Works Center (2020) and the East Pierce Fire & Rescue's Headquarters Station (2021). The Pierce County Library District has also adopted a Master Plan and is looking to possibly relocate the library to the Midtown area. Finally, when the *Bonney Lake Center's Plan* was adopted in 2017, one of the identified implementation measures was to develop an updated master plan for what is identified as the Civic Campus. This could be accomplished by either preparing a master plan or issuing a Request for Proposals for the development of the area. If the Council moves forward with the RFP, there would not be a Planning Commission component.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CD-Action-1 and EC-Action-6.

### **Timetable**

- Staff Kick Off: 2020 Q1
- Planning Commission: 2020 Q3 – 2020 Q4
- City Council: 2020 Q1 – 2020 Q4

## 11. 2020 Comprehensive Plan Amendments

### A. Environmental Stewardship

The update of the City's Critical Areas Code, Urban Forestry, and Landscaping Code some amendments are necessary to the Environmental Stewardship Element. Additionally, a section on resiliency will be added to the element.

### B. Community Facilities and Services Element

The City's Comprehensive Plan is required to have a six year Capital Improvement Program (CIP) identifying capital facilities for growth and the projected funding capacities identified for those project pursuant to RCW 36.70A.070. Additionally, the City is required to have items listed on its CIP in order to allocate budgetary funds to the project. Capital facilities include all of the City's facilities: water, sewer, storm, streets, buildings, and parks. The City's current six year CIP ends in 2020; therefore, the City is required to update the CIP. The 20 year project list in the water, sewer, and stormwater comprehensive plan are not sufficient to comply with the requirements of RCW 36.70A.070. The projects from the six-year Transportation Improvement Plan (TIP) are included as part of the list of projects. However, the TIP does not fulfill the CIP required as it does not include a demonstration that the finance will be available for the projects as required under the GMA.

Planning staff will need to work with Engineering, Parks, Public Works, and Finance to complete the CIP. Since the comprehensive plan can only be amended once a year, the adoption of the CIP will be included with the 2020 comprehensive plan amendments scheduled to be adopted in December of 2020. This will also allow the CIP to be completed in concert with the next biennium budget. WAC 365-196-415(2)(c)(i) recommends that the CIP be updated every two years as part of the biennium budget by this is not a requirement.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CFS-Action-1.

### Timetable

- Staff Kick Off: 2020 Q3
- Planning Commission: 2020 Q3
- City Council: 2020 Q4

## 12. Complete Streets Ordinance

In 2015 the Washington State Legislature adopted RCW 47.04.320 that provided additional grants for transportation improvements for jurisdiction that have adopted a complete streets ordinance. The City has not been able to participate in this grant program as the City does not have an official complete streets ordinance, even though the City's comprehensive plan and engineering requirements already meet a majority of the requirements for a complete streets program. A complete streets ordinance does not mandate that sidewalks are constructed on every street, it simply requires that provisions for other modes of transportation are considered and evaluated during the design of transportation and other development projects. The City is already doing this, but does not have the corresponding ordinance as required to participate in the grant program. Staff will develop a complete streets ordinance that is built on the City's existing policies and engineering standards.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CM-Action-2, CM-Action-5, CM-Action-6 CAH-Action-7, and CAH-Action-8.

### Timetable

- Staff Kick Off: 2020 Q2
- Planning Commission: 2020 Q3
- City Council: 2021 Q4