

RESOLUTION NO. 3263

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, ADOPTING THE 2025 – 2026 PLANNING COMMISSION WORK PLAN.

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 Planning Commission met on January 8, 2025, to review and discuss the proposed work plan for the 2025 – 2026 biennium; and

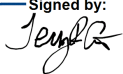
WHEREAS, the City Council met January 21, 2025, to review and discuss the proposed work plan for the 2025 – 2026 biennium.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DOES HEREBY RESOLVE AS FOLLOWS:

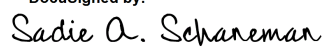
Section 1. 2025 – 2026 Work Plan Adopted. The 2025 – 2026 Planning Commission Work Plan, attached hereto as Attachment “A”, is hereby adopted.

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 this 28th day of January 2025.

Signed by:

339AD7C13E9E492...
Terry Carter, Mayor

AUTHENTICATED:

DocuSigned by:

975A05C52D704C6...
Sadie A. Schaneman, CMC, City Clerk

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

Agenda Item Type: Resolution	Agenda Bill Number & Ordinance/Resolution/Motion Number: AB25-04/R25-04	
Department/Division Submitting: Development Services	Presenter: Jason Sullivan, Public Services Director	City Strategic Goal Category: DON'T FILL OUT YET

Agenda Subject: Bonney Lake 2025 – 2026 Planning Commission Work Plan

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington Adopting The 2025 – 2026 Planning Commission Work Plan.

Administrative Recommendation: Approve

Short Background Summary (Use a memo to write a full history): On January 8, 2025, the Planning Commission reviewed the draft 2025 – 2026 Planning Commission Work Plan. There were no adjustments proposed. This Work Plan is forwarded without a joint Planning Commission – City Council meeting, in order to reserve the joint meeting for the Comprehensive Plan Public Hearing. The City has moved to only adopting a new Planning Commission 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 and to be also more consistent with Resolution 2089. Resolution No. R25-04 will officially adopt the 2025 – 2026 Planning Commission Work Plan as required by Resolution Number 2089.

Attachments: Draft Resolution No. R25-04; Draft 2025 – 2026 Planning Commission Work Plan

BUDGET INFORMATION			
Budgeted Amount	Current Balance	Expenditure Amount Needed	Budgeted Balance Difference
Budget Explanation:			

COMMITTEE, BOARD & COMMISSION REVIEW					
Public Hearing Date:	Name Of Committee/Commission Public Hearing Was Done At:				
Date & Name Of Committee/ Commission Meeting	Return To Committee/ Commission/Board	Council Workshop Discussion	Consent Agenda	Council Full Issues	Chair’s Signature For Approval Of Next Steps
Date: 1/8/2025 Name: Planning Commission	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	GAF
Date: 1/21/2025 Name: CDC	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes	
Date: Name:	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
Date: Name:	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	

Hearing Examiner Review:

COUNCIL ACTION	
Workshop Date(s): Meeting Date(s): 1/28/2025	Public Hearing Date(s): Tabled To:

APPROVALS		
Department Director: Jason Sullivan	Mayor: Terry Carter	Date Reviewed By City Attorney (if applicable):



Planning Commission Work Plan

January 2025 – December 2026

21719 96th St E
Buckley, WA 98321

p. (253) 447-4355
f. (253) 862-1116

planning@cobl.us
www.ci.bonney-lake.wa.us

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Introduction

The City recognizes that the adoption of the City's Comprehensive Plan is the beginning of the planning process. The Comprehensive Plan contains an Implementation Element, which lists specific actions, such as updates to development regulations, that the City must take to carry out the plan. In addition to these items, the City must consider subsequent changes in state and federal law and make appropriate updates to its development regulations and permit processing procedures.

Role of the Planning Commission

The Planning Commission was established as an advisory body to the City Council and is 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).

Work Plan

In 2010, the City Council adopted Resolution 2089, which requires adoption of a work plan for the Planning Commission within either the last or first two months of the year/biennium. It requires the work plan consider:

- Any statutory planning updates required by law;
- 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.

NOTE: This Work Plan may need to be revised after the adoption of the 2024 Comprehensive Plan, anticipated for completion in 2025.

Primary Tasks

1. *Comprehensive Plan Periodic Update*

The City is required to have a comprehensive plan under the Growth Management Act (GMA) – Chapter 36.70A RCW and is required to complete a periodic update to ensure compliance with changes to the GMA since the last periodic update in 2015. This update was due by December 31, 2024, pursuant to RCW 36.70A.130; however, was unable to be completed on time due to severe staffing shortages. The plan must also with the newly adopted PSRC Multi-County Planning Policies (MPPs) in VISION 2050 and the Countywide Planning Polices (CPPs) for Pierce County. The update will also involve some mandatory changes to the City’s development regulations related to changes in state law since the last periodic update.

2. *Statutory Updates*

The Washington State Legislature routinely updates state law to clarify the GMA and other related requirements. Based on their size, location, and local conditions, cities are required to adopt local changes to development regulations to comply with these updates.

Updates anticipated in 2025 – 2026 include, but are not limited to:

- a. Updating Title 14 BLMC, Development Code Administration, to clarify the requirements for public notices ([SHB 1105, 2024](#)), streamline permit processes ([SSSB 5290, 2023](#) and [ESHB 1293, 2023](#)).
- b. Updating Title 17 BLMC, Divisions of Land, to allow for a unit lot subdivision process ([ESSSB 5258, 2023](#))
- c. Updating Title 18 BLMC, Zoning, to allow co-living housing ([ESHB 1998, 2024](#)), conversion of nonresidential buildings to residential units ([ESHB 1042, 2023](#)), update residential parking standards ([SSB 6015, 2024](#)), ensure design standards are objective ([ESHB 1293, 2023](#)), and remove barriers to Accessory Dwelling Unit (ADU) construction ([EHB 1337, 2023](#)).
- d. Updating Title 19 BLMC, Concurrency Management, to update impact fees ([ESSSB 5258, 2023](#)).

Certain changes, such as amendments related to accessory dwelling units, must be adopted by the end of June 2025. Failure to adopt changes by the deadline in the legislation will result in the state law superseding local law until the amendments can be completed.

3. Construction Codes Update

The State Building Code Council is tasked by the Washington State Legislature to update the construction codes on a regular cycle. Anticipated updates to Title 15 BLMC, Buildings and Construction, may include, but are not limited to:

- a. Updating sections numbers;
- b. Updating titles to appendices or other referenced documents to match the current construction codes;
- c. Clarifying exemptions;
- d. Clarifying permit procedures.

4. Annual Development Regulation Maintenance

As capacity allows, staff will complete an annual update to improve the clarity and effectiveness of the existing Development Code (Titles 14 through 19 of the Bonney Lake Municipal Code (BLMC)) and those portions of Title 12 and 13 BLMC that are related to development.

The goal of this process is to keep information current, address inconsistencies, correct minor errors, and improve confusing or ineffective provisions or standards. Proposed amendments included in the ordinance address issues that have been the subject of a code interpretation issued by the Director or those identified by staff, customers of the Public Services Department, the Planning Commission, the City Council, and/or the public. A list of the specific of the amendments will be prepared as part of the development of the amendments.

5. Midtown Countywide Growth Center (CWGC) Designation

Staff will prepare the application materials to have Midtown classified as a Countywide Growth Center by Pierce County. Given that the current area of Midtown is approximately 734 acres and the maximum size for a Countywide Center without transit is 160 acres, the City will need to identify a one or more smaller areas within Midtown to be designate as a Countywide Growth Center. The City's designated boundaries of Midtown would remain the same, but smaller identifiable Countywide Growth Centers would be designated within its boundaries. Staff will work with the Planning Commission and the City Council to identify these areas prior to submitting the application to Pierce County. This designation will help the City be more competitive for grant funding as additional points are given to infrastructure improvements that support Centers.

Advisory Tasks

The Development Services Division will also be working on the following items. As part of those efforts, the Development Services Division or City Council may also require support from the Planning Commission in an advisory capacity as provided for in BLMC 2.26.020 for the item(s) listed below:

6. None Budgeted or Planned

Timeline

Below is the overall timeline for the projects identified in the work plan. The items in italics are those items that may require Planning Commission input.

PROJECT	2025 Q1	2025 Q2	2025 Q3	2025 Q4	2026 Q1	2026 Q2	2026 Q3	2026 Q4
Comprehensive Plan Update								
Statutory Updates								
Construction Codes Update								
2025 Development Code Amendments								
2026 Development Code Amendments								
Midtown CWGC Designation								