

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST – Afternoon Session

TO: Board of County Commissioners

FROM: Josh D. Peters, AICP, Director, Community Development
Joel M. Peterson, Associate Planner, Community Development

DATE: November 18, 2024

SUBJECT: Public Hearing: Regarding Updates to the Countywide Planning Policy (CPP) as Recommended by the Growth Management Steering Committee (GMSC); Adoption by Resolution of the Updated CPP; Adoption by Resolution of 2025-2045 Population Projection and Allocations as Recommended by the GMSC; Adoption of Public Participation Plan by Resolution for 2025 Comprehensive Plan Periodic Update

STATEMENT OF ISSUE:

Three work benchmarks of the ongoing 2025 Comprehensive Plan Periodic Review (“Periodic Review”) have been reached. Two recommendations from Growth Management Steering Committee (GMSC) are presented for review and adoption by resolution, and the project’s Public Participation Plan is presented for the Board’s endorsement by resolution.

The GMSC was reconstituted for the Periodic Review through Resolution No. [09-24](#). This multi-jurisdictional committee is responsible for the public process of reviewing and updating the Countywide Planning Policy (CPP) and establishing population projections and allocations for planning purposes, as part of the 2025 Comprehensive Plan Periodic Update. The GMSC process and recommendations for CPP updates and planning numbers are found in the attached CPP resolution and Population resolution. Note that pursuant to the Growth Management Act (GMA), CPP adoption must be preceded by a public hearing, RCW [36.70A.210](#). The hearing notice was published in the November 6 and November 13, 2024 editions of the Leader.

The Growth Management Act (GMA) requires public participation early and often through a Periodic Review, RCW [36.70A.035](#). Community Development has developed a Public Participation Plan (PPP), with topic-specific Community Engagement Plans for Climate Resiliency and Middle Housing. As a community outreach kickoff as well as an endorsement by the BoCC of the PPP, a resolution adopting the plan is presented.

ANALYSIS:

The Countywide Planning Policy documents has not been updated since 1994. The GMSC has provided recommendations that replaces dated information in the CPP as well as adding policy statements on newly required topics such as Tribal Coordination and Climate policies.

The Population Resolution selects the midrange population projection, which has tracked as the most accurate projection provided by the State Office of Financial Management. To respond to additional

planning requirements for housing at all income levels, the GMSC has proposed a population allocation of 80% to urban areas and 20% to rural areas for planning purposes. Urban areas are most capable of providing affordable housing.

The Public Participation Plan reviews methods used by Community Development to reach as wide of population and broad of representation of the community as possible given limitations on time and finances. The PPP and the Community Engagement supplements prioritize reaching underserved communities.

FISCAL IMPACT:

The 2025 Periodic Review has been funded by grants from Department of Commerce and the County General Fund. Adoption of the resolutions will not have a fiscal impact.

RECOMMENDATION:

After presentation by Community Development on the three resolutions, hold a public hearing on the CPP and take action on the three resolutions.

REVIEWED BY:


Mark McCauley, County Administrator

11/15/24
Date

STATE OF WASHINGTON
County of Jefferson

In the Matter of a Resolution Repealing and Replacing Resolution No. [107-91](#) (The Establishment of a County-wide Planning Policy) and Resolution No. [128-92](#) (In the Matter of The Adoption of County-wide Planning Policy), which adopts an Updated County-wide Planning Policy

RESOLUTION NO.

WHEREAS, Jefferson County (the County) plans under the Washington State Growth Management Act (GMA), Chapter [36.70A](#) RCW; and

WHEREAS, Jefferson County is required to conduct scheduled periodic reviews to the Comprehensive Plan as specified in RCW [36.70A.130](#); and

WHEREAS, the Legislature has determined that it is in the public interest that citizens, communities, local governments, and the private sector cooperate and coordinate with one another in comprehensive land use planning (RCW [36.70A.010](#)); and

WHEREAS, RCW [36.70A.210](#) directs counties, in cooperation with its cities, to develop a countywide planning policy to be used as a policy framework from which county and city comprehensive plans are to be developed and adopted; and

WHEREAS, by Resolution No. [09-24](#), Jefferson County re-established a multi-jurisdiction Growth Management Steering Committee through Resolution [107-91](#) for the purpose of advising the Board of County Commissioners on GMA planning activities including but not limited to population projections and population and employment allocation; and updating Countywide Planning Policies, which were initially adopted via Resolution [128-92](#) and amended via Resolution [112-94](#); and

WHEREAS, the Board of County Commissioners finds that the provisions of House Bill [1717](#) specifying the involvement of Tribal governments have been met; and

WHEREAS, the Growth Management Steering Committee convened five meetings from March 5, 2024 to August 13, 2024 to review and update the Countywide Planning Policy with input from Tribal governments and the public; and

WHEREAS, the County and City of Port Townsend (the City) jointly have developed this policy as a foundation from which to judge consistency between the County's and the City's comprehensive plans and with the requirements of GMA; and

WHEREAS, the Growth Management Steering Committee did, on August 13, 2024, conduct its final review of the Countywide Planning Policy, and by formal motion recommended that the Jefferson County Board of Commissioners adopt the updated County-wide policy that is attached to this Resolution as “Exhibited B” and consistent with the requirements of the GMA.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Whereas Clauses are Findings of Fact. The Jefferson County Board of Commissioners hereby adopts the above “Whereas” clauses as Findings of Fact.

Section 2. Purpose. The purpose of this resolution is to adopt updated Countywide Planning Policy as a framework for County and City planning, as part of the 2025 Comprehensive Plan Periodic Review, as required by RCW [36.70A.210](#).

Section 3. Adoption of Updated Countywide Planning Policy. The Jefferson County Board of Commissioners hereby adopts this updated Countywide Planning Policy as shown in redline format in “Exhibit A,” and as final copy shown in “Exhibit B.”

Section 4. Repealing and Replacing Resolutions. Resolution No. [107-91](#) (The Establishment of a County-wide Planning Policy) and Resolution No. [128-92](#) (In the Matter of The Adoption of County-wide Planning Policy) are hereby repealed and replaced by this Resolution.

Section 5. Severability. If any section, subsection, sentence, clause, phrase or section of this Resolution or its application to any person or circumstance is held invalid, the remainder of the Resolution or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 6. SEPA Categorical Exemption. This Resolution is categorically exempt for the State Environmental Policy Act under WAC [197-11-800](#)(19).

Section 7. Effective Date. This Resolution shall take effect and be in full force immediately upon passage by the Board of County Commissioners.

(SIGNATURES FOLLOW ON THE NEXT PAGE)

APPROVED and ADOPTED this _____ day of _____ 2024.

SEAL:

JEFFERSON COUNTY BOARD OF
COUNTY COMMISSIONERS

Kate Dean, Chair

Heidi Eisenhour, Member

Greg Brotherton, Member

ATTEST:

APPROVED AS TO FORM:

Carolyn Gallaway, CMC Date

Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney

STATE OF WASHINGTON
County of Jefferson

In the Matter of

**Adopting a Public Participation Plan for the
2025 Comprehensive Plan Update**

RESOLUTION NO.

WHEREAS, Jefferson County exercises comprehensive land use planning pursuant to Washington's Growth Management Act (RCW [36.70A](#)), and is required to update the Comprehensive Plan and Development Regulations by June 2025; and,

WHEREAS, RCW [36.70A.035](#) requires reasonable public participation efforts be conducted whenever comprehensive plans or development regulations are amended; and,

WHEREAS, Jefferson County finds that the proposed Public Participation Plan is intended to broadly disseminate information about the procedures employed to amend the Comprehensive Plan and provides for early and continuous opportunities for the public to participate in the update process, consistent with RCW [36.70A.130](#)(2)(a) and RCW [36.70A.140](#); and,

WHEREAS, Department of Community Development (DCD) and the Jefferson County Planning Commission began discussion and review of this Public Participation Plan at the joint Planning Commission and Jefferson County Board of Commissioners retreat in January of 2024 and subsequent Planning Commission meetings throughout 2024; and,

WHEREAS, the combined DCD and Planning Commission's Public Participation Plan is attached hereto as **ATTACHMENT A**, shall guide public participation efforts during completion of the 2025 Comprehensive Plan update; and,

WHEREAS, the Jefferson County Board of Commissioners find that this Public Participation Plan is consistent with meeting the requirements of the Periodic Update Grant, Middle Housing Grant, and Climate Planning Grant scopes of work; and,

WHEREAS, the Jefferson County Board of Commissioners desires to ensure that effective resident participation, including timely opportunities for public involvement, are part of the County's planning processes and endorses this Public Participation Plan; and,

**NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONER OF
JEFFERSON COUNTY, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:**

Section 1. Whereas Clauses are Findings of Fact. The Jefferson County Board of Commissioners hereby adopts the above "Whereas" clauses as Findings of Fact.

Section 2. Purpose. The purpose of this resolution is to provide for public participation consistent with goals and objectives of the Growth Management Act and to approve public participation and outreach efforts to update the Comprehensive Plan.

Section 3. Public Participation Plan. The combined DCD and Planning Commission's Public Participation Plan attached hereto as **ATTACHMENT A**, which is hereby incorporated as part of this resolution, shall guide public participation efforts during completion of the 2025 Comprehensive Plan update

Section 4. Severability. If any section, subsection, sentence, clause, phrase or section of this Resolution or its application to any person or circumstance is held invalid, the remainder of this Resolution or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 5. SEPA Categorical Exemption. This resolution is categorically exempt from the State Environmental Policy Act under WAC [197-11-800 \(19\)](#).

Section 6. Effective Date. This resolution shall take effect and be in full force immediately upon passage by the Board of County Commissioners.

(SIGNATURES FOLLOW ON THE NEXT PAGE)

ADOPTED and APPROVED this _____ day of November, 2024.

SEAL:

JEFFERSON COUNTY BOARD OF
COUNTY COMMISSIONERS

Kate Dean, Chair

Greg Brotherton, Member

Heidi Eisenhour, Member

ATTEST:

APPROVED AS TO FORM:

Carolyn Gallaway, CMC Date

Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney

STATE OF WASHINGTON
County of Jefferson

In the Matter of a Resolution Repealing and Replacing Resolution No. [38-15](#) (Adopting a Countywide Growth Management Planning Population Projection and Allocation for Periods 2016-3026 And 2018-2038), which Adopts a Countywide Growth Management Planning Population Projection for the Period 2025-2045, Allocates Projected Urban Growth to Urban Growth Areas, and Allocates Housing to Income Bands Using Department of Commerce Housing for All Planning Tool (HAPT).

RESOLUTION NO.

WHEREAS, the Joint Growth Management Steering Committee (JGMSC) was established in 1991 pursuant to the Growth Management Act (“GMA”), chapter [36.70A.210](#) RCW, as the collaborative County and City process required by that statute to provide a framework for adoption of a county-wide planning policy; and

WHEREAS, The JGMSC was reconvened through Resolution No. [09-24](#) for the purposes of providing planning population forecasts and allocations to Urban and Rural areas of the County, as part of the 2025 Comprehensive Plan Periodic Update, as required by the GMA, RCW [36.70A.130](#); and

WHEREAS, the name of this committee was updated through Resolution No. [09-24](#) to be Growth Management Steering Committee (“GMSC”); and

WHEREAS, in 1992 the Jefferson County Board of Commissioners (“BoCC”) and the City of Port Townsend, Jefferson County’s only incorporated city, jointly adopted Countywide Planning Policy (“CPP”) through Resolution No. [128-92](#), as required by RCW [36.70A.210](#) of the GMA; and subsequently amended the Countywide Planning Policy (CPP) in 1994 through Resolution [112-94](#) to adopt the state definition of affordable housing; and

WHEREAS, the GMSC is recommending to the BoCC updates to the CPP for the 2025 periodic update in another action; and

WHEREAS, CPP requires that Jefferson County (county) work with the City of Port Townsend (city) to establish updated population forecasts and allocations; and

WHEREAS, pursuant to RCW [36.70A.130](#)(5)(b) and RCW [36.70A.130](#)(6)(b), Jefferson County and the City of Port Townsend must update their Comprehensive Plans to address the planning period 2025-2045; and

WHEREAS, in 2024, city and county planning staff worked cooperatively to develop a recommended update to the CPP, countywide population forecast, population allocations, and housing allocations for each jurisdiction's new Comprehensive Plan period; and

WHEREAS, on five dates from March through August, 2024, the Growth Management Committee met as a body and received city and county staffs' joint recommendation on population projections and allocations for the new Comprehensive Plan periods, and the underlying methodology; and

WHEREAS, on June 11, 2024, the Growth Management Steering Committee endorsed the Washington Office of Financial Management (OFM) medium series population projection to use in comprehensive planning; and

WHEREAS, the proposed allocations are reasonable and within the range of choices afforded to jurisdictions under the GMA and will allow for ongoing and extensive planning efforts to proceed with respect to the 20-year planning periods listed above; and

WHEREAS, at its June 11, 2024 meeting, the GMSC unanimously voted to recommend to the BoCC that the county adopt the medium series population forecast and allocation for the Comprehensive Plan periods; and

WHEREAS, at its August 13, 2024 meeting, the GMSC unanimously voted to recommend approval of a population allocation of 80% of projected growth to urban areas (Urban Growth Areas ("UGAs")), divided as 40% to the Port Townsend UGA and 40% to county urban areas; and

WHEREAS, legislative amendments to GMA at RCW [36.70A.070\(2\)\(a\)](#) now require jurisdictions to further develop a comprehensive plan's housing element to include an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth, including units for moderate, low, very low, and extremely low-income households; and emergency housing, emergency shelters, and permanent supportive housing; and

WHEREAS, the Washington Department of Commerce has developed a planning model named Housing for All Planning Tool (HAPT) for jurisdictions to use to meet new GMA housing data requirements of RCW [36.70A.070\(2\)\(a\)](#), to provide customized housing need projections and determining allocations of housing to various income bands, modeled on local data, and which offers jurisdictions a choice of three housing projection models, each option optimized for jurisdictions having various characteristics; and

WHEREAS, at its August 13, 2024 meeting, the GMSC unanimously voted to recommend planning staff use "Methodology C" of the Housing for All Planning Tool (HAPT) which is optimized for rural jurisdictions, along with the recommended population allocations, for determining housing allocations within income bands, as required by GMA, RCW [36.70A.070\(2\)\(a\)](#), and recommend that planning staff continue to work with "Methodology C" during comprehensive planning to find optimal results in housing allocations and sub-allocations, as this option best represents the characteristics of Jefferson County; and

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:

Section 1. Whereas Clauses are Findings of Fact. The Jefferson County Board of Commissioners hereby adopts the above “Whereas” clauses as Findings of Fact.

Section 2. Purpose. The purpose of this resolution is to establish planning populations and allocations to be used by the city and county, as recommended by the GMSC, in the furtherance of updating the city and county’s respective comprehensive plans.

Section 3. Adoption of Countywide Growth Management Population Projection. Based on the concurrence of the City of Port Townsend and the recommendation the GMSC, the medium countywide population forecast by the Washington State Office of Financial Management (OFM) as displayed **in bold** in TABLE 1 below is hereby adopted for the respective comprehensive planning periods 2025-2045:

TABLE 1: OFM Population Projection

Year	Population (Low)	Population (Medium)	Population (High)
2025	31,819	34,586	37,353
2045	35,287	40,486	50,365
Increase:	3,468	5,900	13,012

Section 4. Adoption of Countywide Population Growth Allocation. Based on the concurrence of the City of Port Townsend and the recommendation the GMSC, the population growth Urban/Rural allocations of 40%-40%-20% yields the following numbers as displayed in TABLE 2 below, and are hereby adopted for the comprehensive planning period 2025-2045:

TABLE 2. Jefferson County and City of Port Townsend Allocations (2025-2045)

	Allocation % of Projected Growth	Allocation of Projected Growth (2025-2045)
Port Townsend Urban Allocation	40%	2,360
County Urban Allocation	40%	2,360
Subtotal of Urban Allocations	80%	4,720

Rural & Resource Allocation	20%	1,180
County-wide Total	100%	5,900

Section 5. Planning Model to Meet Requirements of RCW [36.70A.070\(2\)\(a\)](#). When determining housing allocations in the City of Port Townsend and Jefferson County, the Washington Department of Commerce's Housing for All Planning Tool (HAPT), "Methodology C", will be used to meet the planning requirements of RCW [36.70A.070\(2\)\(a\)](#).

Section 6. Repeal and Replace Resolution No. [38-15](#). This Resolution repeals and replaces Resolution No. [38-15](#), which is now null and void.

Section 7. Severability. If any section, subsection, sentence, clause, phrase of section of this resolution or its application to any person or circumstance is held invalid, the remainder of this resolution or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 8. SEPA Categorical Exemption. This Resolution is categorically exempt from the State Environmental Policy Act under WAC [197-11-800\(19\)](#).

Section 9. Effective Date. This resolution shall take effect and be in full force immediately upon passage by the Board of Commissioners.

(SIGNATURES FOLLOW ON THE NEXT PAGE)

ADOPTED and APPROVED this _____ day of _____, 2024.

SEAL:

JEFFERSON COUNTY BOARD OF
COUNTY COMMISSIONERS

Kate Dean, Chair

Greg Brotherton, Member

Heidi Eisenhour, Member

ATTEST:

APPROVED AS TO FORM:

Carolyn Gallaway, CMC Date

Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney

2024 DRAFT

Countywide Planning Policies for Jefferson County, Washington

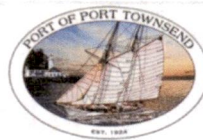


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COUNTYWIDE PLANNING POLICIES FOR JEFFERSON COUNTY

A POLICY FRAMEWORK TO GUIDE THE DEVELOPMENT AND MAINTENANCE OF COUNTY AND CITY COMPREHENSIVE PLANS

INTRODUCTION

The opening section of the Growth Management Act (RCW 36.70A) sets forth the following legislative finding:

"Uncoordinated and unplanned growth together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by the residents of the state."

The legislature went on to develop a statewide growth management strategy encompassing the following goals:

- 1) Urban growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- 2) Reduce sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
- 3) Transportation. Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
- 4) Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- 5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- 6) Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
- 7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

- 8) Natural resource industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands and discourage incompatible uses.
- 9) Open space and recreation. Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.
- 10) Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
- 11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
- 12) Public facilities and services. Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
- 13) Historic preservation. Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.
- 14) Climate change and resiliency. Ensure that comprehensive plans; development regulations; and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards, protect and enhance environmental, economic, and human health and safety; and advance environmental justice.
- 15) Shorelines of the state. For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county's or city's comprehensive plan.

The passage of the Growth Management Act (GMA) fundamentally changed the way comprehensive land use planning is carried out in the state. The GMA requires that cities and counties update their comprehensive land use plans consistent with state-wide goals and minimum requirements as established by the statute and coordinate their planning efforts with each other. The central theme behind the Growth Management Act is that spontaneous and unstructured growth and development is wasteful of our natural resource base and costly in the provision of public services and facilities; and by managing growth and development, the negative effects can be minimized and the benefits can be maximized.

The Act is built on the principle that Cities and Counties, special purpose districts and those agencies or jurisdictions involved in the delivery of public services will coordinate their efforts consistent with each other and the provisions of the act. In an effort to assure these principles are carried out, the legislature passed companion legislation requiring Counties and Cities to coordinate the independent development of local comprehensive plans through a set of mutually developed Countywide Planning Policies ([RCW 36.70A.210](#)). These written policy

statements are to address nine subject areas and are intended to be used as a guiding framework for subsequent development and adoption of comprehensive plans. The required Countywide Planning Policy summarized subject areas include:

- 1) Designation of Urban Growth Areas
- 2) Promotion of contiguous and orderly development and the provision of urban services to such development
- 3) Joint county and city planning within urban growth areas, where applicable
- 4) Siting of capital public and transportation facilities of a county or statewide significance
- 5) Countywide transportation facilities and strategies
- 6) Affordable housing for all economic and income segments of the population, and parameters for distribution
- 7) Countywide economic development and employment, including consideration of future development of commercial and industrial facilities
- 8) Analysis of fiscal impact
- 9) Protection of tribal cultural resources accomplished through collaboration with Federally recognized tribes that are invited and chooses to participate

In addition to the nine required policy areas, policies pertaining to rural areas and the context within which the Countywide Planning Policies are to be used are also included.

THE COUNTYWIDE PLANNING PROCESS:

The Countywide Planning Policies were developed initially in the 1990s as prescribed by RCW 36.70A.210 through a collaborative process between Jefferson County and the City of Port Townsend. With subsequent population allocation exercises associated with GMA-mandated periodic updates, a Growth Management Steering Committee (GMSC) was expanded over time in order to achieve greater countywide representation.

The 2024 update of these policies has been overseen by the GMSC, comprising officials from Jefferson County, City of Port Townsend, Port of Port Townsend, and Public Utility District No. 1 (PUD) of Jefferson County, as well as one representative from the Port Hadlock/Irondale Urban Growth Area (UGA) and Brinnon Rural Village Center (RVC) communities. Additionally, federally recognized Indian Tribes were invited to participate in review of the countywide planning policies.

The Countywide Planning Policies represent a composite framework, not a series of individual, stand-alone concepts. The ideas represented here balance each other to create an overall direction for development of individual comprehensive plans. These policies establish the foundation for determining consistency of individual plans with each other and with the tenets of the Growth Management Act, as well as a mechanism to coordinate the provision of public facilities and services throughout the community. These policies encompass broad concepts encouraging flexibility and innovation in meeting the goals and intent of the Growth Management Act and will, like the planning documents they are intended to guide, evolve over time.

KEY OBJECTIVES:

The following Countywide Planning Policies for Jefferson County are based on these objectives:

- 1) Livable urban communities that are centers for and provide equitable access to employment; dense housing; multimodal travel options promoting active lifestyle; range of

services; and civic, social and cultural activities.

- 2) Rural character, that respects culture and historic appearance, supports resource-based economy, and preserves ecological functions.
- 3) Vital, diversified, and evolving economy with living-wage jobs for residents, supported by range of business and employment opportunities.
- 4) Natural systems protection, including natural resource lands, forests, wetlands, wildlife habitat, streams, and Salish Sea. Maintain a system of open space, trails, parks, greenbelts that provide opportunities to be outside and active.
- 5) An efficient and active multimodal transportation system, with roads and highways, transit, ferries, airports, and active (bicycle and pedestrian) travel, providing accessible and convenient mobility.
- 6) An efficient, collaborative, transparent, proactive, and responsive local government that partners with citizens and other entities.

POLICY #1

POLICY TO IMPLEMENT RCW 36.70A.110 – URBAN GROWTH AREAS

1. The County and City will jointly prepare a regional population forecast for growth management planning purposes, using the Washington State Office of Financial Management (OFM) population projection. This forecast will delineate a twenty-year population projection and be used in the preparation of land use, housing, water, utility, and transportation for the capital improvement plans. To ensure consistent and coordinated planning horizons, the population forecast will be designated as the official source reference by the County and City and utilized when determining consistency of special purpose district service plans. The forecast shall be reviewed and updated periodically, pursuant to RCW 36.70A.130. In general, the distribution of the OFM population projection shall be allocated as 70% to urban growth areas and 30% to rural and natural resource land use designations.
2. For planning purposes, the capacity of Urban Growth Areas (UGAs) will be sized to accommodate at least the anticipated population according to the allocation determined jointly through adoption of the population projection under 1 above. (Note: The GMA does not direct where people may choose to live, however, it does require that urban development be accommodated within urban growth areas. This policy is forwarded to ensure that UGAs and their attendant facilities are properly sized to accommodate future populations.)
3. The size and delineation of boundaries of new UGAs will be determined by the following criteria:
 - Received population allocation for urban growth areas as part of the population forecast process described in #1 above.
 - adequate amount of developable land to accommodate forecasted growth for the next 20 years based on the joint population forecast.
 - sufficient developable land for residential, commercial and industrial uses to sustain a healthy local and regional economy.
 - lands already characterized by urban development which are currently served or are planned to be served by roads, water, sanitary sewer and storm drainage, schools and other urban services within the next twenty years; provided that such urban services which are not yet in place are included in a capital facilities plan.
 - the type and degree of existing urban services necessary to support urban development at the adopted level of service standards.
 - sufficient area for the designation of greenbelts and open space corridors.
 - topographical features or environmentally sensitive areas which may form natural boundaries such as bays, watersheds, rivers or ridge lines.
4. Port Townsend is the only incorporated UGA in Jefferson County. The Port Hadlock and Irondale area and Port Ludlow are considered being "characterized by urban growth." The Irondale/Port Hadlock UGA was designated in 2002, with goals, policies, land use districts and development regulations adopted in 2004.
5. Land use plans, regulations and capital facility plans within each UGA will be designed to accommodate the projected population. Urban growth should be located first in areas already characterized by urban growth that have adequate existing public facility and service capacities to serve such development, second in areas already characterized by urban growth

that will be served adequately by a combination of both existing public facilities and services, and any additional needed public facilities and services that are provided by either public or private sources, and third in the remaining portions of the urban growth areas. Urban growth may also be located in designated new fully contained communities as defined by RCW 36.70A.350. UGAs should encourage growth in these areas through incentive programs.

6. UGA boundaries may be changed whenever it can be shown that the criteria set forth above for size and boundary delineation may no longer be met or meet the criteria identified in RCW 36.70A.130(3)(c); provided, said expansion or land exchange shall only occur after the zoning and land use that ensues urban patterns and densities is identified, and capital facilities plan is updated and adopted assuring adequate urban service to support the additional area.
7. Before adopting or modifying boundaries of UGAs, interim level of service standards for public services and facilities located inside and outside of UGAs will be adopted by the County and its UGAs. New urban public facilities will only be provided within and not be extended beyond UGAs, except in limited circumstances shown to be necessary to protect basic public health and safety and the environment.
8. UGAs will be separated from each other by designated rural or resource lands, open space corridors, or unique topographic features such as a stream or ravine.
9. Major Industrial Developments (MIDs) designated under RCW 36.70A.365 and master planned locations included in an Industrial Land Bank (ILB) designated under RCW 36.70A.367 may be established through procedures identified and when meeting the criteria of RCW 36.70A.365 and .367, respectively.

POLICY #2

POLICY ON THE PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT AND THE PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT

1. The full range of governmental urban services at the adopted level of service (LOS) standards will be planned for and provided within UGAs, as defined in the capital facilities plan, including community water, sanitary sewer, piped fire flow, and storm water systems.
2. The County is the designated planning agency for unincorporated UGAs. A citizens advisory committee may be appointed for each unincorporated UGA to guide development of a community plan for these areas. UGA planning will include the following elements: capital facilities, utilities, open space, recreation, housing, land use and transportation.
3. New development will meet the adopted LOS standards established for UGAs as a condition of project approval. For unincorporated UGAs, said standards will include transitional provisions for those urban facilities identified in the capital facilities plan but not yet developed. New development will contribute its proportionate share towards provision of urban facilities identified in the capital facilities plan once adopted in compliance with the Growth Management Act.
4. Urban services and facilities will not be extended beyond UGA boundaries unless needed to mitigate a threat to the public health or welfare, or to protect an area of environmental sensitivity. To avoid encouraging the spreading of urban development outside of UGAs, this policy shall apply only to threats caused by existing development, and only those existing uses requiring the service or facility to mitigate the threat will be allowed to hook up to any extended services.
5. Priority for the funding of new or expanded public services and facilities will first be given to those which are responding to capacity deficiencies within UGAs, or to those which provide an inducement for development within UGAs, or to those responding to a public health threat.
6. The minimum design capacity for all planned capital facilities will be based upon the total population projected for the service area at the end of the twenty-year period identified in the adopted population forecast.
7. The County will, in consultation with City of Port Townsend, PUD, and other public and private water purveyors, update the Coordinated Water System Plan (CWSP) based on the joint population forecast and new data pertaining to future water supply and demand. The water supply and service provisions of an updated CWSP may require revisions to land use elements and community plans. Comprehensive plans shall include water quality and water conservation policies and standards. Completion of watershed planning efforts under Chapter 90.82 RCW may prompt revisions to the CWSP and/or land use elements.

POLICY #3

POLICY ON JOINT COUNTY AND CITY PLANNING WITHIN URBAN GROWTH AREAS

(Note: Currently there is only one incorporated UGA within Jefferson County: the City of Port Townsend. As these planning policies are intended to guide the development of comprehensive plans now and in the future, this section's policies anticipate that additional areas may incorporate in Jefferson County, or there may be future unincorporated areas associated with the City of Port Townsend UGA.)

1. Incorporated UGAs within the County and each provider of urban services within UGAs will assist the County in the planning, coordination, and establishment of urban services and facilities to serve the projected twenty-year population.
2. The County and incorporated municipalities will coordinate the development and implementation of plans for the provision of countywide services including public safety, transportation, solid waste, storm drainage facilities, water and wastewater utilities when unincorporated lands are associated with an UGA that includes an incorporated city.
3. Incorporated UGAs will work cooperatively with the County to identify and protect open space corridors. This process will include:
 - identification of open space corridors and urban separators.
 - identification of open space lands and corridors within UGAs.
 - identification of implementation strategies and regulatory and non-regulatory techniques to protect the corridors.
4. By interlocal agreement, incorporated urban areas (i.e. municipalities/cities) and the County will establish a framework for joint planning, SEPA environmental review and decision making for unincorporated lands located within the UGA that includes incorporated urban areas.
5. Incorporated UGAs will coordinate with the County to assure joint review for addressing those development activities of a regional nature, such as a regional shopping center or large industrial complex. The purpose of this agreement is to ensure impacts of a regional nature are addressed and the goals of the GMA are realized.
6. Due to the large-scale nature and the impacts associated with new fully contained communities, thorough study of these types of development should be undertaken before implementation of RCW 36.70A.350. The County Comprehensive Plan needs to be amended to include provisions for fully contained communities prior to pursuit of this option.
7. The County and each incorporated UGA which has a pending development proposal shall ensure timely circulation of development applications for review and comment by other agencies with jurisdiction.

POLICY #4

POLICY ON THE SITING OF PUBLIC CAPITAL AND TRANSPORTATION FACILITIES OF A COUNTYWIDE OR STATEWIDE SIGNIFICANCE

The Growth Management Act requires that Countywide Planning Policies address siting of public capital facilities and transportation facilities of a countywide or statewide nature (RCW 36.70A.210(3)(c)). Public capital facilities are defined in RCW 36.70A.030(32), and essential public facilities, are defined in RCW 36.70A.200.

Policies on Essential Public Facilities

1. Essential public facilities are defined as (RCW 36.70A.200(1)(a)) to include: "...those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, state and local correctional facilities, solid waste handling facilities, opioid treatment programs including both mobile and fixed-site medication units, recovery residences, harm reduction programs excluding safe injection sites, and inpatient facilities including substance use disorder treatment facilities, mental health facilities, group homes, community facilities as defined in RCW 72.05.020, and secure community transition facilities as defined in RCW 71.09.020."
2. The Comprehensive Plan of the County and incorporated cities shall include a process for identifying and siting essential public facilities. Elements of siting criteria should include, but not be limited to the following:
 - proximity to major transportation routes and essential infrastructure
 - land use compatibility with surrounding area
 - potential environmental impacts
 - effects on resource and critical areas
 - proximity to UGA
 - public costs and benefits including operation and maintenance
 - current capacity and location of equivalent facilities
 - the existence, within the community, of reasonable alternatives to the proposed activity
3. Comprehensive plans and development regulations will not preclude the siting of essential public facilities; however, standards may be generated to ensure that reasonable compatibility with other land uses can be achieved.
4. Essential public facilities sited outside of urban growth areas should be self-supporting and not require the extension, construction, or maintenance of urban services and facilities unless no practicable alternative exists. Adopted criteria will address the provision of services when siting an essential public facility. Essential public facilities shall not be located in resource lands or critical areas if incompatible.

Policies on Capital and Transportation Facilities of a county or statewide significance:

5. Public county or statewide capital facilities should be located along or near major transportation corridors.
6. Public county or stateside capital facilities shall be located in such a manner as to discourage

adverse impacts on critical areas and shall be appropriately addressed in through the jurisdiction's critical areas ordinance.

7. Some county or statewide public capital facilities may be located outside of urban growth areas, if they are self-contained or be serviced by services in a manner that will not promote urban development.
8. Support efforts to increase resilience of public county or statewide capital or transportation facilities by preparing for disasters and other impacts, by having a coordinated system recovery plan.
9. Cooperate with Washington State Department of Transportation regarding transportation facilities or services of statewide significance as defined in RCW 47.06.140.

POLICY #5

POLICY ON COUNTYWIDE TRANSPORTATION FACILITIES AND STRATEGIES

1. The Peninsula Regional Transportation Planning Organization (PRTPO) has developed a Peninsula Regional Transportation Plan for the North Olympic and Kitsap Peninsula areas. The City and County comprehensive plans shall each contain a transportation element that emphasizes local transportation needs and provides linkage to the Regional Plan in order to ensure consistency.
2. Service standards for highways and arterial roads will be coordinated and adopted at a countywide level. These standards may vary depending on the type of development pattern anticipated (i.e., urban vs. rural) or by the specific growth management objectives being considered. When a variance to level of service standards is established, it will be clearly delineated in the transportation and land use element of the comprehensive plan. The City and County will collaborate with Jefferson Transit on transit routes that will meet the needs of anticipated growth.
3. In developing the County's six-year transportation improvement program, priorities should include:
 - maintain or consider need for expanded capacity within the UGAs
 - maintain or consider need for expanded capacity for transportation to and from UGAs and regional centers
 - identified safety and maintenance improvements
 - and enhance multimodal facilities
 - identified infrastructure improvements
4. The land use and transportation elements of the comprehensive plan will be used-when coordinating with Jefferson Transit in the development of its service delivery strategy. Jefferson Transit's mission is to increase ridership and expand transportation options within and between UGAs, and between the county and the region at large.
5. Jefferson County International Airport will remain the public link to the larger air transportation system. The Port of Port Townsend will have the lead responsibility to develop a service delivery strategy for this mode of transportation consistent with the transportation and land use elements of the County comprehensive plan.
6. The development or expansion of any air-based or water-based transportation system will require specific linkage with the ground transportation system and compatibility with the land use element of the comprehensive plans.
7. In establishing the land use element of comprehensive plans and the level of service standards for transportation systems within UGAs, the City and County will ensure that land use and development policies are supportive and make accommodation for public transit and active transportation.
8. The transportation element of the comprehensive plans shall be designed around the following principles:
 - seek to increase efficiency of the existing transportation system
 - emphasize the movement of people and goods first, and vehicles second
 - integrate non-motorized modes and high occupancy vehicles in transportation system

- design as practical
 - encourage employers to implement Transportation Demand Management (TDM) techniques, which is particularly true in the review of new employment generators at a fixed location-
 - as appropriate, consider ways that the proportionate share of costs of new or upgraded transportation facilities are borne by those who create the need for the facility.
9. The transportation elements of the comprehensive plans shall provide a summary and analysis of planning information including:
- land use assumptions upon which the transportation element is based including population, employment by type, recreation, comprehensive land use designations, and the density of current and projected development including the ratio of single and multi-family units to total housing units within UGAs
 - level of service standards for arterials and collectors
 - an analysis and forecast of future transportation needs
 - evaluate the operation and maintenance of transportation facilities in a manner which considers present and future operation and maintenance costs
 - incorporate active travel (pedestrian and bicycle) as part of the transportation element within a coordinated and regional basis. The active transportation component shall be a part of the funding component of the capital improvement program for transportation improvements
10. The adopted level of service standards will be used in evaluating concurrency for long-range transportation planning, development review and programming of transportation improvements.
11. Transportation facilities and services should minimize and mitigate their impacts on the natural environment. Design standards and construction practices should include methods to reduce stormwater pollution, improve fish passage, and minimize other impacts on shorelines, water resources, drainage patterns and soils, to the extent possible.

POLICY #6

POLICY ON THE PROVISION OF AFFORDABLE HOUSING

1. As defined by GMA, “affordable housing” means is: unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed thirty percent of the monthly income of a household whose income is:
 - (a) For rental housing, 60% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development; or
 - (b) For owner-occupied housing, 80% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.
2. The provision of affordable housing is acknowledged as a general public need and will be addressed in Jefferson County primarily through private sector programs and projects, as well as by non-profit and quasi-public entities, such as Peninsula Housing Authority. Local governments should seek partnerships and opportunities with such agencies to increase affordable housing unit inventory by identifying incentives, infrastructure provisions, direct housing provision or other methods deemed appropriate by the municipality.
3. The provision of affordable housing for households below 120% countywide median income shall be consistent with RCW 36.70A.070(2)(a) and the methodology provided by Department of Commerce. Affordable housing should be primarily focused within urban growth areas with easy access to transportation and transit, available or planned infrastructure, access to employment and services, and/or provides affordable housing in areas where none exist. Affordable housing units may be allocated into rural areas as appropriate and agreed upon through the Growth Management Steering Committee housing by income distribution process.
4. The housing and/or land use elements of comprehensive plans will include an assessment of land available and the process of siting special purpose housing (such as emergency housing and shelters, permanent supportive housing, group homes, etc.), to ensure that such housing can be accommodated.
5. A sufficient quantity of land will be appropriately zoned or designated to accommodate a wide range of housing types, densities, incomes, and mixtures, in accordance with RCW 36.70A.070. Multi-family housing should only be located within UGAs, MPRs, or rural centers. Attention to middle housing types and densities supporting middle housing types should be expanded to bridge the gap between detached single-family units and large multifamily housing.
6. An affordable housing strategy and policies will be developed as part of the housing element of the comprehensive plans, consistent with the requirements of RCW 36.70A.070(2). This affordable housing strategy will examine existing regulations and policies to identify opportunities to encourage the provision of affordable housing mechanisms such as accessory dwelling units (“mother-in-law”) or efficiency apartments, density bonuses, mitigation fees waivers, priority permit processing and the like. Policies shall include consideration of historically underserved, vulnerable or marginalized populations, and emergency, transitional and permanent supportive housing with appropriate on-site services for persons with special needs.

7. Each UGA shall accommodate its fair share of housing affordable to low- and moderate-income households according to housing units by income allocation and by promoting a balanced mix of diverse housing types.
8. Undeveloped land owned by the public entities will be inventoried and those that are appropriately located should be considered for development of low-income housing. Consideration of assembling these parcels for development by non-profit housing organizations or private developers should be encouraged.
9. The housing element will include criteria for locating higher density residential areas near public facilities and services, commercial services, arterial or within walking distance of jobs or transit.
10. Displacement of lower-income households, historically marginalized or vulnerable populations may result from conversion of housing, public investments, private redevelopment, and market pressures. Displacement risk of these household types should be considered, and a range of strategies to mitigate identified impacts.

POLICY #7

POLICY ON COUNTYWIDE ECONOMIC DEVELOPMENT AND EMPLOYMENT

1. The private sector is primarily responsible for the creation of economic opportunity in Jefferson County. The responsibility of the public sector is to assure that these activities are carried out consistent with defined community and environmental values. To this end, comprehensive plans should clearly identify these values in order that economic opportunity is not lost due to confusion or unreliability of process. Particular attention will be given to the needs of non-service sector businesses and industries as a strategy to increase wage earning potential within the community.
2. An economic development element shall be included in the County's and incorporated cities comprehensive plans. This element should identify and designate adequate areas for commercial, retail, and industrial growth necessary to sustain and meet future population and employment forecasts. The economic development element shall be coordinated with the capital facility, land use and utilities elements of the comprehensive plan.
3. Each UGA and rural center is considered the commercial and business "hub" in their respective area of the County. UGAs should be viewed as regional service and retail centers, while the rural center focus is on local community retail and service needs, and transient accommodations.
4. The GMA contains provisions for the designation of Major Industrial Developments (MIDs) under RCW 36.70A.365 and up to two master planned locations as part of a Jefferson County Industrial Land Bank (ILB) under RCW 36.70A.367. These provisions acknowledge that certain industries, due to their size or type of operation, or due to their dependence on the local resource base, should not be located within the boundaries of UGAs. When locating these types of activities outside of UGAs, special attention must be given to assure that the activity will not promote "urban development" of the surrounding area. These activities will need to be self-supporting and not require the extension of urban services.
5. Jefferson County may maintain policies and development regulations associated with the siting of MIDs, as authorized in RCW 36.70A.365, in consultation with cities within the County.
6. Jefferson County may pursue the designation of up to two master planned locations as part of an ILB, as authorized in RCW 36.70A.367, in consultation with cities within the county and other partner entities through a process involving the Growth Management Steering Committee, the Economic Development Council of Jefferson County, and the Port of Port Townsend. Establishment of the ILB will be conducted through a public participation program within the framework of the Growth Management Act.
7. The Port of Port Townsend's statutory authority should be utilized as a tool to implement industry and trade strategies, including the promotion of employment opportunities, the consolidation and parceling of property, and the development of infrastructure to meet the needs of industry consistent with comprehensive plans and development regulations.

POLICY #8

POLICY ON RURAL AREAS

1. Rural areas are those lands located outside of UGAs and resource lands. These areas are characterized by low density development, open spaces, minimal public services, resource dependent activities and industries, and outdoor recreational facilities. Activities such as regional retail-commercial facilities, business office parks and similar high intensity land uses are considered urban in nature and are inconsistent with rural area designations. The rural element of the comprehensive plan will be designed to recognize and maintain the unique character of individual rural areas without degrading the environment or creating the need for urban level of services.
2. The concept of clustering or density transfer is considered a positive tool in maintaining the character of rural areas. This concept assists in more efficient delivery of public services, minimizes the need for additional infrastructure, and at the same time maximizes land available for rural uses. Clustering of new development is preferred in rural areas.
3. Level of service standards will be adopted which identifies the type and scale of public facility and infrastructure improvements anticipated for rural areas and rural centers. Typically, these will include:
 - emergency services
 - transportation and roads
 - individual septic systems
 - individual or community water systems
 - storm water and water quality
4. Parcel sizes established for rural areas of the county should be commensurate with the character of existing rural communities. This policy anticipates that rural areas will maintain a variety of acreage parcels.
5. Rural centers (LAMIRDs as authorized by RCW 36.70A.070.5(d)), are those existing unincorporated places which serve the retail commercial and service needs of the local area. These areas will be delineated and recognized in the comprehensive plan consistent with level of service standards. Land uses within these centers include:
 - shopping, employment, and services for residents, supplies for resource industries, including commercial, industrial, and tourism development at a scale that preserves the surrounding rural characteristics
 - residential development, including small-lot single-family and multi-family; and mixed-use developments
 - community facilities and services necessary to support the rural center and promote pedestrian mobility.
6. The rural element of the comprehensive plan will recognize existing industry located outside UGAs, as well as establish a framework for the siting of industries which, due to their size, resource dependence, or incompatibility with UGAs, would be better suited to locate in rural areas. Provisions will be made to ensure that adjacent land uses are not converted to urban uses due to the proximity of these developments or to infrastructure necessary to support them.

POLICY #9

POLICY ON FISCAL IMPACT ANALYSIS

1. Include a fiscal impact assessment on the provision of public capital facilities that are intended to serve the community as an ongoing part of the comprehensive planning process. This assessment will include project revenues and expenditures and an analysis of the cumulative fiscal impacts of providing governmental services to accommodate the targeted population. The purpose of the fiscal assessment is to assure that projected capital costs can be reasonably supported within the capabilities of the community.
2. Within the elements of the comprehensive plan, incentives and non-regulatory options will be identified and developed as alternatives to regulatory programs in the implementation of comprehensive plan policy.
3. The City, any future incorporated UGA, and the County will address issues of tax revenue sharing, the provision of regional services, annexations, and similar fiscal components through the development of interlocal agreements.

POLICY #10

POLICY ON PROTECTION OF TRIBAL CULTURAL RESOURCES AND COORDINATION

Jefferson County honors and preserves the treaty rights of all Indian Tribes that have hunting, fishing, and gathering rights within Jefferson County.

Protection of Tribal Cultural Resources

Although state and federal laws protect cultural and archaeological resources, local comprehensive plans should direct coordination with Tribes to proactively protect and manage these resources. Examples of archaeological and cultural resources important to Tribes include, but are not limited to, shell middens, campsites, pictographs, kettles, geologic formations associated with cultural resources, traditionally used native plans, and burial sites.

1. Protect significant regional historic and cultural resources, such as landmarks, archaeological sites, historic and cultural landscapes, and areas of special tribal character.
2. Proactively seek tribal coordination when land use activity may have potential impacts to culturally significant sites and tribal treaty fishing, hunting, and gathering grounds.
3. Preserve, protect, and enhance cultural amenities by protecting tribal cultural artifacts, historic structures, farms and other historical settlements throughout the rural landscape, through cultural and historical preservation planning efforts. Local tribes will be consulted and included early in the planning process to ensure that tribal recommendations are thoughtfully considered and addressed.

Coordination

Like all governments, Tribes engage in land use planning and economic development to provide jobs, housing, and services, as well as the development and maintenance of supportive infrastructure. As sovereign nations, Tribes are not required to plan under the Growth Management Act but can and do recognize the importance of coordination with governments. The following policies are intended to facilitate collaboration between Tribes and Jefferson County governments in land use and comprehensive planning:

1. Strengthen County, City and Tribal relationships with engagement of meaningful government-to-government (G2G) consultations. The G2G relationship will be supplemented and enhanced with regular informal engagement and coordination between the County, the City, and the Tribes. G2G consultation occurs independent of the public involvement process.
2. Coordinate with tribes in regional and local planning, recognizing the mutual benefits and potential for land use impacts to tribal boundaries and interests.
3. Meaningful and substantial opportunities for early and continuous tribal government participation shall be incorporated into regional and local planning activities.
4. Local jurisdictions shall provide meaningful opportunities for discussion for tribal government on issues of interest.
5. Local jurisdictions, tribal governments, and federal agencies are encouraged to coordinate plans between governments and agencies to address substantive areas of mutual interest, especially when geographic areas overlay, and promote complementary and cooperative efforts.
6. County, City, and Tribes are encouraged to inform each other about matters of local and regional interest by mutually agreeable means and schedule.

POLICY #11

POLICY ON USE, MONITORING, REVIEW, AND AMENDMENT

1. The Countywide Planning Policies will be utilized to:
 - establish a framework for the development, adoption, and amendment of comprehensive plans and supporting regulations.
 - provide a foundation for establishing locally defined terms, and to determine consistency with the criteria of the Growth Management Act.
 - coordinate and assure consistency among plans of the County, UGAs, special purpose districts and service providers.
2. The Growth Management Steering Committee will serve as a regional advisory body during periodic review of County and City comprehensive plans. Representation of the unincorporated UGA will be included on the steering committee. The committee will review population projections and allocations for consistency with these policies in an advisory capacity and report its findings to the appropriate jurisdiction.
3. These countywide policies shall be periodically reviewed or as a result of legislative changes, and may be amended in the following manner:
 - a) the amendment is placed in writing and includes a brief explanation of why the amendment is warranted, and
 - b) the amendment is reviewed and commented on by the Growth Management Steering Committee or its successor entity, and
 - c) a public hearing is conducted by the County prior to amending these policies, and the amendment is agreed to by both the County Board of Commissioners and City Council of incorporated UGAs, and
 - d) the amendment is adopted by the Board of County Commissioners.

2024 DRAFT Countywide Planning Policies for Jefferson County, Washington

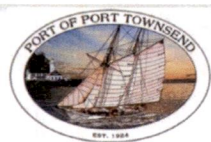


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COUNTYWIDE PLANNING POLICIES FOR JEFFERSON COUNTY
A POLICY FRAMEWORK TO GUIDE THE DEVELOPMENT AND MAINTENANCE
OF COUNTY AND CITY COMPREHENSIVE PLANS

INTRODUCTION

The opening section of the Growth Management Act (RCW 36.70A) sets forth the following legislative finding:

"Uncoordinated and unplanned growth together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by the residents of the state."

The legislature went on to develop a statewide growth management strategy encompassing the following goals:

- 1) Urban growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- 2) Reduce sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
- 3) Transportation. Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
- 4) Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- 5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- 6) Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

- 7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
- 8) Natural resource industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands and discourage incompatible uses.
- 9) Open space and recreation. Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.
- 10) Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
- 11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
- 12) Public facilities and services. Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
- 13) Historic preservation. Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.
- 14) Climate change and resiliency. Ensure that a comprehensive plans, development regulations, and regional policies, plans and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards, protect and enhance environmental, economic, and human health and safety; and advance environmental justice.
- 15) Shorelines of the state. For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county's or city's comprehensive plan.

The passage of the Growth Management Act (GMA) fundamentally changed the way comprehensive land use planning is carried out in the state. The GMA requires that cities and counties update their comprehensive land use plans consistent with state-wide goals and minimum requirements as established by the statute and coordinate their planning efforts with each other. The central theme behind the Growth Management Act is that spontaneous and unstructured growth and development is wasteful of our natural resource base and costly in the provision of public services and facilities; and by managing growth and development, the negative effects can be minimized and the benefits can be maximized.

The Act is built on the principle that Cities and Counties, special purpose districts and those agencies or jurisdictions involved in the delivery of public services will coordinate their efforts consistent with each other and the provisions of the act. In an effort to assure these principles are carried out, the legislature passed companion legislation requiring Counties and Cities to coordinate the independent development of local comprehensive plans through a set of mutually developed Countywide Planning Policies ([RCW 36.70A.210](#)). These written policy statements are to address nine ~~eight~~ subject areas and are intended to be used as a guiding framework for subsequent development and adoption of comprehensive plans. The required Countywide Planning Policy summarized subject areas include:

- 1) ~~the~~ Designation of Urban Growth Areas
- 2) Promotion of contiguous and orderly development and the provision of urban services to such development
- 3) Joint county and city planning within urban growth areas, where applicable
- 4) ~~the~~ Siting of ~~essential~~ capital public and transportation facilities of a county or statewide significance
- 5) Countywide transportation facilities and strategies
- 6) ~~the need for~~ Affordable housing for all economic and income segments of the population, and parameters for distribution
- 7) Countywide economic development and employment, including consideration of future development of commercial and industrial facilities
- 8) Analysis of fiscal impact
- 9) Protection of tribal cultural resources accomplished through collaboration with Federally recognized tribes that are invited and chooses to participate

In addition to the ~~eight~~ nine required policy areas, ~~the City of Port Townsend and Jefferson County agreed to add~~ policies pertaining to rural areas and the context within which the Countywide Planning Policies are to be used are also included.

THE COUNTYWIDE PLANNING PROCESS:

The Countywide Planning Policies were developed initially in the 1990s as prescribed by RCW 36.70A.210 through a collaborative process between Jefferson County and the City of Port Townsend, and County, public service providers, utilities, special purpose districts and community organizations. With subsequent population allocation exercises associated with GMA-mandated periodic updates, a Growth Management Steering Committee (GMSC) was expanded over time in order to achieve greater countywide representation. [Revisions based on comments from 6/11/24 meeting].

The 2024 update development and maintenance of these policies has been overseen by the GMSC a Growth Management Steering Committee comprising elected officials from Jefferson County, City of Port Townsend, Port of Port Townsend, and Public Utility District No. 1 (PUD) of Jefferson County, as well as one representative from the Port Hadlock/Irondale community Urban Growth Area (UGA) and Brinnon Rural Village Center (RVC) communities Limited Area of More Intensive Rural Development (LAMIRD). Additionally, federally recognized Indian Tribes were invited to participate in review of the countywide planning policies in 2024.

~~the three Jefferson County Commissioners (B.G. Brown, Larry~~

Dennison, and Richard Wojt), two Port Townsend City Council members (Jean Gamfield and Norma Owsley) and Port Townsend Mayor John Clise.

Background information leading up to the development of these policies is found in a discussion "white paper" paper titled County Wide Planning Policies: A Strategic Analysis. This "white paper" provides an in-depth discussion of the legislative background, strategic elements or issues concerning local application and policy considerations for each of the policy areas. Copies of the "white paper" are available from the Office of the County Commissioners, County Courthouse. The "white paper" is not adopted as part of the County-wide Planning Policies.

The Countywide Planning Policies represent a composite framework, not a series of individual, stand-alone concepts. The ideas represented here balance each other to create an overall direction for development of individual comprehensive plans. These policies establish the foundation for determining consistency of individual plans with each other and with the tenets of the Growth Management Act, as well as a mechanism to coordinate the provision of public facilities and services throughout the community. Finally, These policies encompass broad concepts encouraging flexibility and innovation in meeting the goals and intent of the Growth Management Act and will, like the planning documents they are intended to guide, evolve over time.

RELATIONSHIP OF COUNTY WIDE PLANNING POLICIES TO INTERIM RESOURCE LAND AND CRITICAL AREA ORDINANCE:

The GMA envisions a process whereby resource lands and critical areas are identified, designated, classified, conserved and protected as a initial first step in the growth management process. Following the adoption of these interim measures, comprehensive land use plans will be updated to meet the goals and provisions of the act. It is intended that these interim protective measures will be reevaluated during the Comprehensive Plan amendment process and revised to comply with the plan as required by the GMA. The principles encompassed by the planning policies will serve as a policy guide in the process of adjusting the interim protective measures.

KEY OBJECTIVES:

The following Countywide Planning Policies for Jefferson County are based on these objectives:

- 1) Livable urban communities that are centers for and provide equitable access to employment; dense housing; multimodal travel options promoting active lifestyle; range of services; and civic, social and cultural activities. [Added to address comments on equity.]
- 2) Rural character, that respects culture and historic appearance, supports resource-based economy, and preserves ecological functions.
- 3) Vital, diversified, and evolving economy with living-wage jobs for residents, supported by range of business and employment opportunities.
- 4) Natural systems protection, including natural resource lands, forests, wetlands, wildlife habitat, streams, and Salish Sea. Maintain a system of open space, trails, parks,

greenbelts that provide opportunities to be outside and active.

- 5) An efficient and active multimodal transportation system, with roads and highways, transit, ferries, airports, and active (bicycle and pedestrian) travel, providing accessible and convenient mobility.
- 6) An efficient, collaborative, transparent, proactive, and responsive local government that partners with citizens and other entities.

POLICY #1

POLICY TO IMPLEMENT RCW 36.70A.110 – URBAN GROWTH AREAS

1. The County and City will jointly prepare a regional population forecast for growth management planning purposes. ~~The forecast will use~~ using the Washington State Office of Financial Management (OFM) population projection ~~as the low or base projection, and establish a medium and high range projection.~~ This forecast will delineate a ~~ten, twenty and fifty year ultimate~~ population projection and be used in the preparation of land use, housing, water, utility, and transportation plans and for the capital improvement plans to ~~implement the same.~~ To ~~assure~~ ensure consistent and coordinated planning horizons, the population forecast will be designated as the official source reference by the County and City and utilized when determining consistency of special purpose district service plans. The forecast shall be reviewed and updated ~~every five years~~ periodically, pursuant to RCW 36.70A.130. In general, the distribution of the OFM population projection shall be allocated as at least 70% to urban growth areas and no more than 30% for the remainder rural and natural resource land use designations.
2. For planning purposes, the capacity of Urban Growth Areas (UGAs) will be sized to accommodate at least 100% ~~of the low base of OFM projected population growth and if supported by an adopted capital facilities plan, may be sized to accommodate the locally adopted medium and high range~~ the anticipated population according to the allocation determined jointly through adoption of the population projection under 1 above. (Note: The GMA does not direct where people may choose to live, however, it does require that urban development be accommodated within urban growth areas. This policy is forwarded to ensure that UGAs and their attendant facilities are properly sized to accommodate future populations.)
3. The size and delineation of boundaries of new UGAs will be determined by the following criteria:
 - Received population allocation for urban growth areas as part of the population forecast process described in #1 above. [Added to address comments to clarify how this policy applies.]
 - adequate amount of developable land to accommodate forecasted growth for the next 20 years based on the joint population forecast.
 - sufficient developable land for residential, commercial and industrial uses to sustain a healthy local and regional economy.
 - ~~lands within incorporated city limits.~~
 - lands already characterized by urban development which are currently served or are planned to be served by roads, water, sanitary sewer and storm drainage, schools and other urban services within the next twenty years; provided that such urban services which are not yet in place are included in a capital facilities plan.
 - the type and degree of existing urban services necessary to support urban development at the adopted ~~interim~~ level of service standards.
 - sufficient area for the designation of greenbelts and open space corridors.
 - topographical features or environmentally sensitive areas which may form natural boundaries such as bays, watersheds, rivers or ridge lines.

4. Port Townsend is the only incorporated UGA in Jefferson County. The Port Hadlock and Irondale area and Port Ludlow are considered being "characterized by urban growth." For the purpose of designating UGA in the unincorporated County the Tri-Area Community Plan and the Port Ludlow Master Plan will be utilized as a guide in the delineation of UGA boundaries based on the criteria above. Port Ludlow was designated a Master Planned Resort (MPR) through RCW 36.70A.362 at the time of adoption of the County Comprehensive Plan in 1998. The Irondale/Port Hadlock UGA was designated in 2002, with goals, policies, land use districts and development regulations adopted in 2004. [Deleted reference to all master planned resorts.]
5. Land use plans, regulations and capital facility plans within each UGA will be designed to accommodate the projected population. Urban growth should be located first in areas already characterized by urban growth that have adequate existing public facility and service capacities to serve such development, second in areas already characterized by urban growth that will be served adequately by a combination of both existing public facilities and services, and any additional needed public facilities and services that are provided by either public or private sources, and third in the remaining portions of the urban growth areas. Urban growth may also be located in designated new fully contained communities as defined by RCW 36.70A.350. UGAs should encourage growth in these areas through incentive programs. Growth should be directed into tiers: first tier—existing commercial centers and urbanized areas where the six (6) year capital facilities plan is prepared to provide urban infrastructure; second tier—areas included within the capital facilities plan to receive the full range of urban services within twenty (20) years. Infrastructure improvements necessary to support development in the second tier will be provided by the developer concurrent with development, or by public entities as a result of implementing all or a portion of the capital facilities plan.
6. UGA boundaries may be changed whenever it can be shown that the criteria set forth above for size and boundary delineation may no longer be met or meet the criteria identified in RCW 36.70A.130(3)(c); provided, said expansion or land exchange shall only occur after the zoning and land use that ensues urban patterns and densities is identified, and capital facilities plan is updated and adopted assuring adequate urban service to support the additional area.
7. Before adopting or modifying boundaries of UGAs, interim level of service standards for public services and facilities located inside and outside of UGAs will be adopted by the County and its UGAs. New urban public facilities will only be provided within and not be extended beyond UGAs, except in limited circumstances shown to be necessary to protect basic public health and safety and the environment. ~~unless deemed as an essential public service to mitigate a threat to the public health, safety or general welfare.~~
8. UGAs will be separated from each other by designated rural or resource lands, open space corridors, or unique topographic features such as a stream or ravine.
9. Major Industrial Developments (MIDs) designated under RCW 36.70A.365 and master planned locations included in an Industrial Land Bank (ILB) designated under RCW 36.70A.367 may be established through procedures identified and when meeting the criteria of RCW 36.70A.365 and .367, respectively.

POLICY #2

POLICY ON THE PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT AND THE PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT

1. The full range of governmental urban services at the adopted level of service (LOS) standards will be planned for and provided within UGAs, as defined in the capital facilities plan, including community water, sanitary sewer, piped fire flow, and storm water systems.
2. The County is the designated planning agency for unincorporated UGAs. A citizens advisory committee ~~will~~ may be appointed for each unincorporated UGA to guide development of a community plan for these areas. ~~Said~~ UGA planning will include the following elements: capital facilities, utilities, open space, recreation, housing, land use and transportation.
3. New development will meet the adopted ~~level of service~~ LOS standards established for UGAs as a condition of project approval. For unincorporated UGAs, said standards will include ~~interim~~ transitional provisions for those urban facilities identified in the capital facilities plan but not yet developed. New development will contribute its proportionate share towards provision of urban facilities identified in the capital facilities plan once adopted in compliance with the Growth Management Act.
4. Urban services and facilities will not be extended beyond UGA boundaries unless needed to mitigate a threat to the public health or welfare, or to protect an area of environmental sensitivity. To avoid encouraging the spreading of urban development outside of UGAs, this policy shall apply only to threats caused by existing development, and only those existing uses requiring the service or facility to mitigate the threat will be allowed to hook up to any extended services.
5. Priority for the funding of new or expanded public services and facilities will first be given to those which are responding to capacity deficiencies within UGAs, ~~or~~ to those which provide an inducement for development within UGAs, or to those responding to a public health threat.
6. The minimum design capacity for all planned capital facilities will be based upon the total population projected for the service area at the end of the twenty-year period identified in the adopted population forecast.
7. The County will, in consultation with City of Port Townsend, ~~and the Jefferson County PUD,~~ and other public and private water purveyors, update the Coordinated Water System Plan (CWSP) based on the joint population forecast and new data pertaining to future water supply and demand. The water supply and service provisions of an updated CWSP may require revisions to land use elements and community plans. Comprehensive plans shall include water quality and water conservation policies and standards. ~~As the water resource management discussions known as the "Chelan Agreement Process" proceed, any agreements from these discussions will be incorporated into local plans and policies.~~ Completion of watershed planning efforts under Chapter 90.82 RCW may prompt

revisions to the CWSP and/or land use elements.

POLICY #3

POLICY ON JOINT COUNTY AND CITY PLANNING WITHIN URBAN GROWTH AREAS

(Note: Currently there is only one incorporated UGA within Jefferson County: –the City of Port Townsend. As these planning policies are intended to guide the development of comprehensive plans now and in the future, they this section's policies anticipate that additional areas may incorporate in Jefferson County, or there may be future unincorporated areas associated with the City of Port Townsend UGA.) [Undelete note and added to clarify when applicable.]

1. Incorporated UGAs within the County and each provider of urban services within UGAs will assist the County in the planning, coordination, and establishment of urban services and facilities to serve the projected twenty-year population.
2. The County and incorporated municipalities UGAs will coordinate the development and implementation of plans for the provision of countywide services including public safety, transportation, solid waste, storm drainage facilities, water and wastewater utilities when unincorporated lands are associated with an UGA that includes an incorporated city. [Added to clarify applicable circumstances.]
3. Incorporated UGAs will work cooperatively with the County to identify and protect open space corridors. This process will include:
 - identification of open space corridors and urban separators.
 - identification of open space lands and corridors within UGAs.
 - identification of implementation strategies and regulatory and non-regulatory techniques to protect the corridors.
4. By interlocal agreement, incorporated urban areas (i.e. municipalities/cities) and the County will establish a framework for joint planning, SEPA environmental review and decision making for unincorporated lands located within the UGA that includes incorporated urban areas UGA.
5. Incorporated UGAs will coordinate with the County to assure joint review for addressing those development activities of a regional nature, such as a regional shopping center or large industrial complex. The purpose of this agreement is to ensure ~~insure~~ impacts of a regional nature are addressed and the goals of the GMA are realized.
6. Due to the large-scale nature and the impacts associated with new fully contained communities, ~~such developments should not be considered in the impending updated of the County Comprehensive Plan. After the plan has been adopted, a thorough study of these types of development should be undertaken before implementation of RCW 36.70A.350. If found to be a viable option, The County Comprehensive Plan needs to be will be modified amended to include provisions for fully contained communities prior to pursuit of this option.~~
7. The County and each incorporated UGA which has a pending development proposal shall ensure timely circulation of development applications for review and comment by other agencies with jurisdiction.

POLICY #4

POLICY ON THE SITING OF ESSENTIAL PUBLIC CAPITAL AND TRANSPORTATION FACILITIES OF A COUNTY~~WIDE~~ OR STATEWIDE SIGNIFICANCE

The Growth Management Act requires that Countywide Planning Policies address siting of public capital facilities and transportation facilities of a countywide or statewide nature (RCW 36.70A.210(3)(c)). Public capital facilities are defined in RCW 36.70A.030(32). The term capital facilities of countywide or statewide nature and includes essential public facilities, which are defined in GMA (RCW 36.70A.200). [Responds to comment from Jefferson County Public Works seeking definition of public capital facilities.]

Policies on Essential Public Facilities

1. Essential public facilities are defined as (RCW 36.70A.200(1)(a)) to include: "...those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, state and local correctional facilities, solid waste handling facilities, opioid treatment programs including both mobile and fixed-site medication units, recovery residences, harm reduction programs excluding safe injection sites, and inpatient facilities including substance use disorder treatment facilities, mental health facilities, group homes, community facilities as defined in RCW 72.05.020, and secure community transition facilities as defined in RCW 71.09.020."

"Public or privately owned facilities that are required to accommodate basic public needs, including those facilities that are typically difficult to site, including local waste handling and treatment facilities such as landfills, drop-box sites and sewage treatment facilities, airports, state educational facilities, essential state public facilities, regional transportation and stormwater drainage, utility facilities, state and local correctional facilities, and in-patient facilities (including substance abuse facilities, mental health facilities and group homes)."
2. ~~The County and incorporated UGAs will jointly develop The Comprehensive Plan of the County and incorporated cities shall include a process for identifying and siting essential public facilities. The proposed criteria will be considered in the drafting of comprehensive plan policy addressing this issue. Elements of siting criteria should include, but not be limited to the following:~~
 - proximity to major transportation routes and essential infrastructure
 - land use compatibility with surrounding area
 - potential environmental impacts
 - effects on resource and critical areas
 - proximity to UGA
 - public costs and benefits including operation and maintenance
 - current capacity and location of equivalent facilities
 - the existence, within the community, of reasonable alternatives to the proposed activity
3. Comprehensive plans and development regulations will not preclude the siting of essential public facilities; however, standards may be generated to ensure ~~insure~~ that reasonable compatibility with other land uses can be achieved.

4. Essential public facilities sited outside of urban growth areas should be self-supporting and not require the extension, construction, or maintenance of urban services and facilities unless no practicable alternative exists. ~~Criteria will be established that~~ Adopted criteria will address the provision of services when siting an essential public facility. Essential public facilities shall not be located in resource lands or critical areas if incompatible.

Policies on Capital and Transportation Facilities of a county or statewide significance:

5. ~~If the primary population served by the county or statewide public capital or transportation facility is urban, the facility should be located in an incorporated city or urban growth area(s) where feasible.~~ [Deletion recommended by Jefferson County Public Works.]
6. Public county or statewide capital facilities ~~that generate substantial travel demand~~ should be located along or near major transportation corridors. [Deleted to remove quantification clause.]
7. Public county or statewide capital facilities shall ~~not be located in such a manner as to discourage adverse impacts on resource lands or critical areas and shall be if siting of such facilities would be incompatible or cannot be appropriately addressed in through the jurisdiction's critical areas ordinance.~~ [Edited to clarify policy is addressing critical areas and through application of the critical areas ordinance as appropriate.]
8. Some county or statewide public capital facilities may be located outside of urban growth areas, if they are self-contained or be serviced by services in a manner that will not promote urban development.
9. Support efforts to increase resilience of public county or statewide capital or transportation facilities by preparing for disasters and other impacts, by having a coordinated system recovery plan.
10. Cooperate with Washington State Department of Transportation regarding transportation facilities or services of statewide significance as defined in RCW 47.06.140.

POLICY #5

POLICY ON COUNTYWIDE TRANSPORTATION FACILITIES AND STRATEGIES

1. The Peninsula Regional Transportation Planning Organization (PRTPO) ~~has will~~ developed a ~~regional transportation plan~~ Peninsula Regional Transportation Plan for the North Eastern Olympic and Kitsap Peninsula areas. The City and County ~~will each~~ develop a transportation element comprehensive plans shall each contain a transportation element that emphasizes local transportation needs and provides linkage to the Regional Plan in order to ensure consistency. In developing these transportation elements, specific linkages with the regional plan will be undertaken to assure consistency between the two documents.
2. Service standards for highways and arterial roads and transit routes will be coordinated and adopted at a countywide level. These standards may vary depending on the type of development pattern anticipated (i.e., urban vs. rural) or by the specific growth management objectives being considered. When a variance to level of service standards is established, it will be clearly delineated in the transportation and land use element of the comprehensive plan. The City and County will collaborate with Jefferson Transit on transit routes that will meet the needs of anticipated growth.
[Revisions based on comments received from Jefferson Transit.]
3. In developing the County's six-year road transportation improvement program, priorities should include the priority of focus should be:
 - first, to maintain or consider need for expanded capacity within the UGAs
 - second, to maintain or consider need for expanded capacity for transportation to and from UGAs and regional centers
 - identified safety and maintenance improvements
 - and enhance multimodal facilities
 - identified infrastructure improvements[Revisions based on comments received from Jefferson County Public Works. Deleted hierarchy language and added other types of transportation improvements found on the County's TIP.]
4. The land use and transportation elements of the comprehensive plan will be used when coordinating with Jefferson Transit in the development of its service delivery strategy. by Jefferson Transit's mission is to increase ridership and expand transportation options within and between UGAs, and between the county and the region at large. as a guide in the development of its service delivery strategy. The thrust of this strategy is to increase ridership and expand transportation options within UGAs, between UGAs, and between the county and the region at large. [Refined and clarified based on comments received from Jefferson Transit.]
5. Jefferson County International Airport will remain the public link to the larger air transportation system. The Port of Port Townsend will have the lead responsibility to develop a service delivery strategy for this mode of transportation consistent with the transportation and land use elements of the County comprehensive plan.
6. The development or expansion of any air-based or water-based transportation system will require specific linkage with the ground transportation system and compatibility with the

land use element of the comprehensive plans.

7. In establishing the land use element of comprehensive plans and the level of service standards for transportation systems within UGAs, the City and County will ensure that land use densities, design elements and development policies are supportive and make accommodation for public transit and ~~non-motorized forms of~~ active transportation.
8. The transportation element of the comprehensive plans ~~will~~ shall be designed around the following principles:
 - seek to increase efficiency of the existing transportation system
 - emphasize the movement of people and goods first, and vehicles second
 - ~~encourage and~~ integrate non-motorized modes and high occupancy vehicles in transportation system design as practical
 - encourage employers to implement Transportation Demand Management (TDM) techniques, which ~~This is particularly true in the review of new employment generators at a fixed location-~~
 - as appropriate, consider ways seek to assure that the proportionate share of costs of new or upgraded transportation facilities are borne by those who create the need for the facility. ~~as well as those who benefit from it.~~

[Revisions based on comments received from Jefferson County Public Works.]
9. The transportation elements of the comprehensive plans shall provide a summary and analysis of planning information including:
 - land use assumptions upon which the transportation element is based including population, employment by type, recreation, comprehensive land use designations, and the density of current and projected development including the ratio of single and multi-family units to total housing units within UGAs
 - level of service standards for arterials and collectors
 - an analysis and forecast of future transportation needs
 - evaluate the operation and maintenance of transportation facilities in a manner which considers present and future operation and maintenance costs
 - incorporate active travel (pedestrian and bicycle) travel as part of the transportation element within a coordinated and regional basis. The active transportation bicycle and pedestrian component shall be a part of the funding component of the capital improvement program for transportation improvements
10. The adopted level of service standards will be used in evaluating concurrency for long-range transportation planning, development review and programming of transportation improvements.
11. Transportation facilities and services should be minimize and mitigate their impacts on the natural environment or resource lands. Design standards and construction practices should include methods to reduce stormwater pollution, improve fish passage, and minimize other impacts on shorelines, water resources, drainage patterns and soils, to the extent possible. [Clarified that policy address environmental impacts.]

POLICY #6

POLICY ON THE PROVISION OF AFFORDABLE HOUSING

1. ~~As defined by GMA, for planning purposes the definition of “affordable housing” means is:~~
unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed thirty percent of the monthly income of a household whose income is:
 - (a) For rental housing, 60% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development; or
 - (b) For owner-occupied housing, 80% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.

~~Those housing units available for purchase or rent to individuals or families with a gross income between the federally recognized poverty level and the median income for working families in Jefferson County; and who's costs, including utilities, would not exceed 36% of gross income.~~
2. The provision of affordable housing is acknowledged as a general public need and will be addressed in Jefferson County primarily through private sector programs and projects, as well as by non-profit and quasi-public entities, such as Peninsula Housing Authority. Local governments should seek partnerships and opportunities with such agencies to increase affordable housing unit inventory by identifying incentives, infrastructure provisions, direct housing provision or other methods deemed appropriate by the municipality. ~~Local government should not assume a direct role in the ownership or administration of public assisted housing to meet low-income needs, rather this should be left to private, non-profit or quasi-public entities.~~ [Added examples of how municipalities can participate in addressing affordable housing.]
3. The provision of affordable housing for households below 120% countywide median income shall be consistent with RCW 36.70A.070(2)(a) and the methodology provided by Department of Commerce. Affordable housing should be primarily focused within urban growth areas with easy access to transportation and transit, available or planned infrastructure, access to employment and services, and/or provides affordable housing in areas where none exist. Affordable housing units may be allocated into rural areas as appropriate and agreed upon through the Growth Management Steering Committee housing by income distribution process.
4. The housing and/or land use elements of comprehensive plans will include an assessment of land available and the process of siting special purpose housing (such as homeless emergency housing and shelters, permanent supportive housing, group homes, etc.), to ensure that such housing can be accommodated.
5. A sufficient quantity of land will be appropriately zoned or designated to accommodate a wide range of housing types, densities, incomes, and mixtures, in accordance with RCW 36.70A.070. Multi-family housing should only be located within UGAs, MPRs, or rural centers. Attention to middle housing types and densities supporting middle housing types

should be expanded to bridge the gap between detached single-family units and large multifamily housing.

6. An affordable housing strategy and policies will be developed as part of the housing element of the comprehensive plans, consistent with the requirements of RCW 36.70A.070(2). This affordable housing strategy will examine existing regulations and policies to identify opportunities to encourage the provision of affordable housing mechanisms such as accessory dwelling units ("mother-in-law") or efficiency apartments, density bonuses, mitigation fees waivers, priority permit processing and the like. Policies shall include consideration of historically underserved, vulnerable or marginalized populations, and emergency, transitional and permanent supportive housing with appropriate on-site services for persons with special needs. [Added clause to include new required equity considerations for housing elements.]
7. Each UGA shall accommodate its fair share of housing affordable to low- and moderate-income households according to its housing units by income allocation percentage share of the county population and by promoting a balanced mix of diverse housing types.
8. Undeveloped land owned by the public entities will be inventoried and those that are appropriately located should be considered for development of low-income housing. Consideration of assembling these parcels for development by non-profit housing organizations or private developers should be encouraged.
9. The housing element will include criteria for locating higher density residential areas near public facilities and services, commercial services, arterial or within walking distance of jobs or transit.
10. Displacement of lower-income households, historically marginalized or vulnerable populations may result from conversion of housing, public investments, private redevelopment, and market pressures. Displacement risk of these household types should be considered, and a range of strategies identified to mitigate identified impacts. [Added clause to include equity considerations for housing.]

POLICY #7

POLICY ON COUNTY-WIDE ECONOMIC DEVELOPMENT AND EMPLOYMENT

1. The private sector is primarily responsible for the creation of economic opportunity in Jefferson County. The responsibility of the public sector is to assure that these activities are carried out consistent with defined community and environmental values. To this end, comprehensive plans should clearly identify these values in order that economic opportunity is not lost due to confusion or unreliability of process. Particular attention will be given to the needs of non-service sector businesses and industries as a strategy to increase wage earning potential within the community.
2. An economic development element shall ~~should be prepared and included in the County's and incorporated cities areas comprehensive plans.~~ This element should identify and designate adequate areas for commercial, retail, and industrial growth necessary to sustain and meet future population and employment forecasts. The economic development element shall be coordinated with the capital facility, land use and utilities elements of the comprehensive plan.
3. Each UGA and rural center is considered the commercial and business "hub" in their respective area of the County. UGAs should be viewed as regional service and retail centers, while the rural center focus is on local community retail and service needs, and transient accommodations.
4. The GMA contains provisions for the designation of Major Industrial Developments (MIDs) under RCW 36.70A.365 and up to two master planned locations as part of a Jefferson County Industrial Land Bank (ILB) under RCW 36.70A.367. These provisions acknowledge that certain industries, due to their size or type of operation, or due to their dependence on the local resource base, should not be located within the boundaries of UGAs. When locating these types of activities outside of UGAs, special attention must be given to assure that the activity will not promote "urban development" of the surrounding area. These activities will need to be self-supporting and not require the extension of urban services.
5. Jefferson County may maintain policies and development regulations associated with the siting of MIDs, as authorized in RCW 36.70A.365, in consultation with cities within the County.
6. Jefferson County may pursue the designation of up to two master planned locations as part of an ILB, as authorized in RCW 36.70A.367, in consultation with cities within the county and other partner entities through a process involving the Growth Management Steering Committee, the Economic Development Council of Jefferson County, and the Port of Port Townsend. Establishment of the ILB will be conducted through a public participation program within the framework of the Growth Management Act.
7. The Port of Port Townsend's statutory authority should be utilized as a tool to implement industry and trade strategies, including the promotion of employment opportunities, the consolidation and parceling of property, and the development of infrastructure to meet the needs of industry consistent with comprehensive plans and development regulations.

POLICY #8

POLICY ON RURAL AREAS

1. Rural areas are those lands located outside of UGAs and resource lands. These areas are characterized by low density development, open spaces, minimal public services, resource dependent activities and industries, and outdoor recreational facilities. Activities such as regional retail-commercial facilities, business office parks and similar high intensity land uses are considered urban in nature and are inconsistent with rural area designations. The rural element of the comprehensive plan will be designed to recognize and maintain the unique character of individual rural areas without degrading the environment or creating the need for urban level of services.
2. The concept of clustering or density transfer is considered a positive tool in maintaining the character of rural areas. This concept assists in more efficient delivery of public services, minimizes the need for additional infrastructure, and at the same time maximizes land available for rural uses. Clustering of new development is preferred in rural areas.
3. Level of service standards will be adopted which identifies the type and scale of public facility and infrastructure improvements anticipated for rural areas and rural centers. Typically, these will include:
 - emergency services
 - transportation and roads
 - individual septic systems
 - individual or community water systems
 - storm water and water quality
4. Parcel sizes established for rural areas of the county should be commensurate with the character of existing rural communities. This policy anticipates that rural areas will maintain a variety of acreage parcels.
5. Rural centers (LAMIRDs as authorized by RCW 36.70A.070.5(d)), are those existing unincorporated places which serve the retail commercial and service needs of the local area. These areas will be delineated and recognized in the comprehensive plan consistent with level of service standards. Land uses within these centers include:
 - shopping, employment, and services for residents, supplies for resource industries, including commercial, industrial, and tourism development at a scale that preserves the surrounding rural characteristics
 - residential development, including small-lot single-family and multi-family; and mixed-use developments
 - community facilities and services necessary to support the rural center and promote pedestrian mobility.
6. The rural element of the comprehensive plan will recognize existing industry located outside UGAs, as well as establish a framework for the siting of industries which, due to their size, resource dependence, or incompatibility with UGAs, would be better suited to locate in rural areas. Provisions will be made to ensure that adjacent land uses are not converted to urban uses due to the proximity of these developments or to infrastructure necessary to support them.

POLICY #9

POLICY ON FISCAL IMPACT ANALYSIS

1. Include a fiscal impact assessment on the provision of public capital facilities that are intended to serve the community as an ongoing part of the comprehensive planning process. This assessment will include project revenues and expenditures and an analysis of the cumulative fiscal impacts of providing governmental services to accommodate the targeted population. The purpose of the fiscal assessment is to assure that projected capital costs can be reasonably supported within the capabilities of the community.
2. Within the elements of the comprehensive plan, incentives and non-regulatory options will be identified and developed as alternatives to regulatory programs in the implementation of comprehensive plan policy.
3. The City, any future incorporated UGA, and the County will address issues of tax revenue sharing, the provision of regional services, annexations, and similar fiscal components through the development of interlocal agreements.

POLICY #10

POLICY ON PROTECTION OF TRIBAL CULTURAL RESOURCES AND COORDINATION

Jefferson County honors and preserves the treaty rights of all Indian Tribes that have hunting, fishing, and gathering rights within Jefferson County.

Protection of Tribal Cultural Resources

Although state and federal laws protect cultural and archaeological resources, local comprehensive plans should direct coordination with Tribes to proactively protect and manage these resources. Examples of archaeological and cultural resources important to Tribes include, but are not limited to, shell middens, campsites, pictographs, kettles, geologic formations associated with cultural resources, traditionally used native plants along logging roads, and burial sites.

1. Protect significant regional historic and cultural resources, such as landmarks, archaeological sites, historic and cultural landscapes, and areas of special tribal character.
2. Proactively seek tribal coordination when land use activity may have potential impacts to culturally significant sites and tribal treaty fishing, hunting, and gathering grounds.
3. Preserve, protect, and enhance cultural amenities by protecting tribal cultural artifacts, historic structures, farms and other historical settlements throughout the rural landscape, through cultural and historical preservation planning efforts. Local tribes should will be consulted and included early in the planning process to ensure that tribal recommendations are thoughtfully considered and addressed.

Coordination

Like all governments, Tribes engage in land use planning and economic development to provide jobs, housing, and services, as well as the development and maintenance of supportive infrastructure. As sovereign nations, Tribes are not required to plan under the Growth Management Act but can and do recognize the importance of coordination with governments. The following policies are intended to facilitate collaboration between Tribes and Jefferson County governments in land use and comprehensive planning:

1. Strengthen County, City and Tribal relationships with engagement of meaningful government-to-government (G2G) consultations. The G2G relationship will be supplemented and enhanced with regular informal engagement and coordination between the County, the City, and the Tribes. G2G consultation occurs independent of the public involvement process.
2. Coordinate with tribes in regional and local planning, recognizing the mutual benefits and potential for land use impacts to tribal boundaries and interests.
3. Meaningful and substantial opportunities for early and continuous tribal government participation shall be incorporated into regional and local planning activities.
4. Local jurisdictions shall provide meaningful opportunities for discussion for tribal government on issues of interest.
5. Local jurisdictions, tribal governments, and federal agencies are encouraged to coordinate plans between governments and agencies to address substantive areas of mutual interest, especially when geographic areas overlay, and promote complementary and cooperative efforts.

6. County, City, and Tribes are encouraged to inform each other about matters of local and regional interest by mutually agreeable means and schedule.

{Revisions made 8/1/2024 are based on comments received from Port Gamble S'Klallam Tribe.}

POLICY #110

POLICY ON USE, MONITORING, REVIEW, AND AMENDMENT

1. The Countywide Planning Policies will be utilized to:
 - establish a framework for the development, adoption, and amendment of comprehensive plans and supporting regulations.
 - provide a foundation for establishing locally defined terms, and to determine consistency with the criteria of the Growth Management Act.
 - coordinate and assure consistency among plans of the County, UGAs, special purpose districts and service providers.
2. The Growth Management Steering Committee will serve as a regional ~~oversight~~ advisory body during ~~the development of the~~ periodic review of County and City comprehensive plans. ~~Once unincorporated UGAs are identified, r~~ Representation of the unincorporated UGA will be included on the steering committee. The committee will review ~~draft plans~~ population projections and allocations for consistency with these policies in an advisory capacity and report its findings to the appropriate jurisdiction.
3. These countywide policies shall be periodically reviewed or as a result of legislative changes, and may be amended in the following manner:
 - a) the amendment is placed in writing and includes a brief explanation of why the amendment is warranted, and
 - b) the amendment is reviewed and commented on by the Growth Management Steering Committee or its successor entity, and
 - c) a public hearing is conducted by the County prior to amending these policies, and the amendment is agreed to by both the County Board of Commissioners and City Council of incorporated UGAs, and
 - d) the amendment is adopted by the ~~County~~ Board of County Commissioners.

Jefferson County Comprehensive Plan Update

October 9, 2024 | **Public Participation Plan**

Purpose

RCW 36.70A.140

Comprehensive plans—Ensure public participation.

Each county and city that is required or chooses to plan under RCW 36.70A.040 shall establish and broadly disseminate to the public a public participation program identifying procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans. The procedures shall provide for broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments. In enacting legislation in response to the board's decision pursuant to RCW 36.70A.300 declaring part or all of a comprehensive plan or development regulation invalid, the county or city shall provide for public participation that is appropriate and effective under the circumstances presented by the board's order. Errors in exact compliance with the established program and procedures shall not render the comprehensive land use plan or development regulations invalid if the spirit of the program and procedures is observed.

[1995 c 347 § 107; 1990 1st ex.s. c 17 § 14.]

This Public Participation Plan is designed to describe the 2025 Comprehensive Plan Periodic Update outreach principles, strategies, and public comment opportunities for the Jefferson County Community. This plan is implemented through community input as to the content of draft material, and as the proposed draft Comprehensive Plan updates & Unified Development Code amendments are circulated for public input, and finally, as the legislative review process through the Planning Commission and Board of County Commissioners occurs.

This plan not only ensures that Growth Management Act (GMA)-required outreach and public participation is accomplished as described in RCW 36.70A.140 above, but also identifies opportunities to work with existing community groups and agencies that can be avenues for public outreach and participation. For example, agencies that provide community services may reach populations not readily contacted through Community Development outreach channels. Also, the Department of Commerce's Community Based Organization (CBO) grants have provided topic-specific outreach through local organizations such as the Climate Action Committee, and Bayside Housing and Services as a local housing provider representative.

This Public Participation Plan incorporates two interrelated public engagement plans: the Public Engagement Plan developed under the Climate Resiliency Grant to meet specific outreach goals while developing the new Climate Element, and the Middle Housing Public Engagement Plan meeting specific housing-related public outreach goals in the Irondale and Port Hadlock Urban Growth Area. Another primary outreach mechanism for the 2025 Periodic Review is the Jefferson County Planning Commission as the primary comprehensive planning and periodic review public venue. Last, a web-based information hub will be developed to provide readily-available education and information services, as well as a two-way communication tool with community surveys. BERK Consulting is Jefferson County's technical consultant for the 2025 Comprehensive Plan Periodic Update.

Public Outreach & Engagement Guiding Principles

The Comprehensive Plan outreach and engagement efforts will be steered by guiding principles:

- Ensure early and continuous outreach to Tribal governments and meet requirements of the Growth Management Act.
- Broadly disseminate information to the public by providing easy and convenient access to project information on the County website and distribution of information flyers.
- Educate the public in the purpose of comprehensive planning & why it's important, comprehensive planning topics, how the process goes, and how to participate.
- Provide opportunities for public participation in Port Hadlock-specific outreach, including the incorporation of The Middle Housing Public Engagement Plan (Attachment 2).
- Be Inclusive.
 - Create opportunities for inclusive engagement to reach a broad group of participants, including outreach strategies articulated in the Climate Engagement Plan (Attachment 1).
 - Identify potential barriers to involvement by those who typically do not participate and employ outreach strategies that facilitate their involvement, realizing that there are those who choose not to participate.
 - Use assistance of public service agencies for distributing flyers to those who may be difficult to reach.
- Make public engagement accessible.
 - Choose meeting times and locations with consideration of accessibility to as many participants as possible.
 - Facilitate public participation by holding meetings in various locations in the County.
 - Provide web-site information and feedback alternatives and virtual meeting alternatives to public meetings to overcome barriers of travel limitations and scheduling issues.
- Document and Learn from Outreach efforts to develop adaptive strategies.
 - Reflect on the outcome of each activity – what went well, what could be improved.
 - Respect the feedback received and integrate it in project outcomes where possible.

- Seek opportunities to coordinate outreach with other agencies and organizations, including Community Based Organization grantees.
 - Integrate outreach efforts when possible.
 - Investigate public support service agencies as an avenue to reach new audiences.

Structure and Process

- Planning Commission is initially the central venue for public interface with the County. Subsequently, the Board of County Commissioners will be the public venue. The project is managed and facilitated by the Department of Community Development.
- The Jefferson County 2025 Periodic Review project website will be the primary repository for outreach materials, and will be linked to the Planning Commission web page.

Stakeholders

Our outreach is inclusive of all residents of Jefferson County, service providers, businesses, organizations, and boards. Besides the public at large, identifying stakeholder groups provides targeted opportunities to involve specific sectors in the project. These may include:

- Large employers: Port Townsend Paper Mill, Jefferson County Hospital, maritime industry, school and special purpose districts
- Economic development agencies and businesses: Chamber of Commerce, Economic Development Council, For-profit housing developers, North Olympic Development Council, Jefferson County Builders' Associations
- Public agencies: Port of Port Townsend, WSU Extension
- Tribal governments
- Service agencies & community groups: Housing Groups, Citizen Advisory Boards, Food Banks, Area Agency on Aging, DASH
- Transportation services: Jefferson Transit, Peninsula Trails Coalition
- Subject Matter Experts
- Adjacent jurisdictions

Public Engagement Strategies & Activities

Activities are anticipated to include:

- Preparation of outreach materials and supporting documents (fact sheets, website material, etc.), using the website as an informational and educational hub(epicenter) Materials would be designed to reflect consistent outreach logos and colors as appropriate. Outreach efforts focuses

on telling people to go to our educational hub for information and the opportunity to participate through surveys and public comment.

- Surveys focused on understanding (what the community values/prioritizes)
- Provide information about why participation is important, with the goal of increasing the scope of community involvement.
- A public open house in each Planning Commission district to maximize participation. These are proposed to be in advance of the Planning Commission public hearing.
- Additional virtual meetings may be employed as a strategy for additional outreach beyond physical in-person meetings.
- County staff in attendance at meetings with stakeholder groups as available.
- Study sessions and public hearings before the County Planning Commission and Board of County Commissioners as needed.
- KPTZ Radio Program: One county commissioner goes every Friday from 12:30-1:00 PM and use of the Community Calendar for announcements.

Exhibit 1. Outreach Plan General Phases

	Phase 1: Spread the word	Phase 2: Identify priorities	Phase 3: Refine based on feedback
Purpose	Build early awareness of plan process Build or strengthen key partner relationships Understand current community context	Gather and integrate community value and vision Community-driven prioritization of potential strategies	Solicit feedback on draft materials Gather input for implementation
Activities	Webpage (main county page and DCD page) County Facebook Coordinate meetings with local Climate Action Committee (CAC) Coordinate meetings with other stakeholders	Webpage (main county page and DCD page) Social media Community Conversations Meetings with the CAC and other stakeholders	Webpage (main county page and DCD page) Social media Community Conversations Meetings with the CAC and other stakeholders

Activities and Roles

Community engagement and outreach is a joint effort between the County staff who have long-term relationships with residents and businesses and the consultant team who provide additional resources for the Comprehensive Plan. This section summarizes the key outreach strategy and activities and roles and responsibilities between County staff, the consultants, and others.

BERK will assist in preparing briefing materials for County staff and officials for Planning Commission or Board meeting.

Exhibit 2. Outreach Strategies, Actions, Roles, and Responsibilities

Outreach Strategies Phases/Activity	Key Actions	Roles & Responsibilities
Advertising Events		
Project Website	- Develop content - Post Materials	- Content: County staff, with support from BERK - Post: County
Postcards, Fliers, FAQs	- Develop materials - Print & Distribute materials	- Develop: County staff with assistance from BERK - Print: County print shop - Distribute: County
Outreach and Engagement		
Online Information and Public Comment Opportunities	- Develop content - Post Materials	- Content: County staff and BERK - Post: County
Community Workshops	- Work on logistics and space - Develop agendas and activities	- Locations: County Staff, with BERK assistance. - Activities: BERK attendance at two workshops (PC + BoCC)
Legislative Meetings	- Schedule - Presentations	- Schedule: County - Presentations/Materials: BERK supports depending on role

Collaboration with Tribal Governments

- Include tribal governments in the update of Countywide Planning Policies (RCW 36.70A.210).
- Ensure provisions of RCW 36.70A.040(8) regarding participation of federally recognized Indian tribes are met, as applicable.
- Assistance may be available from PSRC VISION 2050 Planning Resources, Coordination with Tribes in Comprehensive Planning
- Be aware of Tribal planning activities and how comprehensive plans can be coordinated.
- Communication and coordination with Tribes individually instead of collectively
- Engage via Memoranda of Understanding or Resolution, if requested by a tribal government.

Climate Resiliency Element

Cascadia Consulting Group will lead the Element with support from BERK appropriate to topics. Refer to Attachment 1 for the Jefferson County Climate Engagement Plan.

The Climate Action Committee (CAC) serves in an advisory capacity to The Jefferson County Department of Community Development (DCD) for the new Climate Element to the Comprehensive Plan. Other stakeholders, such as Engage Jefferson County and the Water Utility Coordinating Committee through the update to the Coordinated Water System Plan, also provide input. The Public Engagement Plan specific to the Climate Resiliency Grant is in Attachment 1.

Integration of Public Participation in Decision-Making Process

- Match public participation to Objectives throughout the process.
- Be clear on what we're asking from the public and what level of consulting, involvement, or collaboration the public has in the decision-making process.
- Map out decision process for public's participation and understanding

Schedule

A conceptual sequence of activities is shown below, along with expected dates.

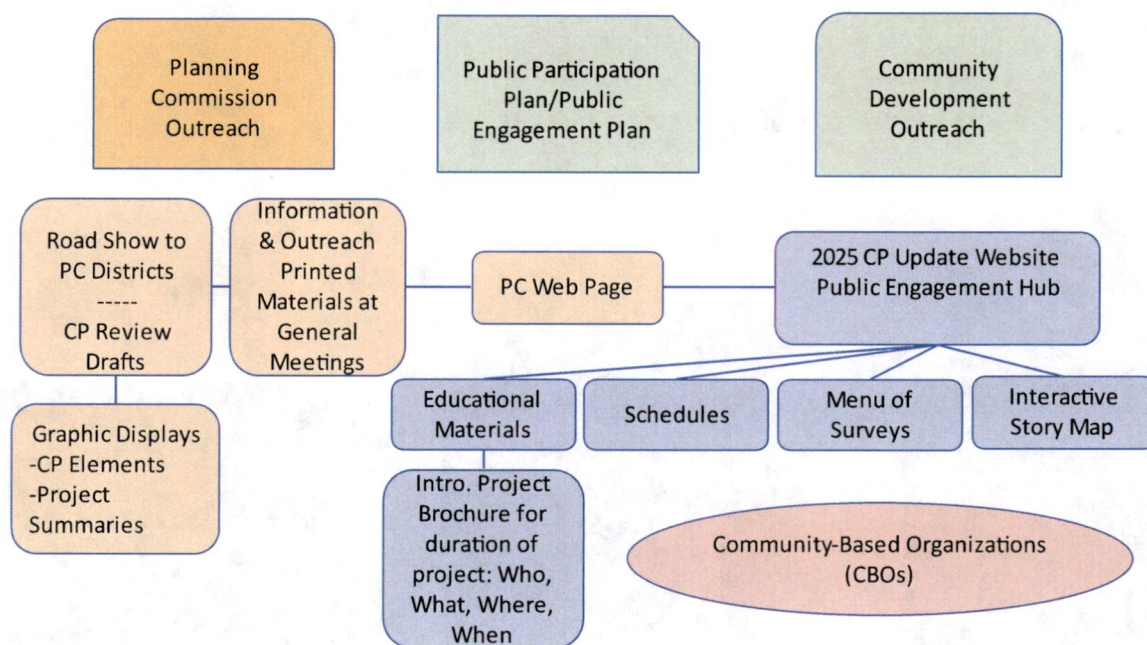
Exhibit 3. Proposed Sequence of Outreach Events



Exhibit 4. Schedule – Target Weeks

Activity	Target Weeks (Subject to Change)
Develop Postcards, Fliers, FAQs, and Web Content	Fall 2024 and throughout project
Issue Draft Plan	First week of April
Planning Commission Meetings and Public Open Houses	October 2024 through March 2025
Planning Commission Public Hearing & Deliberation	April 2025
Board of County Commissioner Public Hearing	May 2025
Board of County Commissioner Deliberation and Action	June 2025

Exhibit 5: Diagram of Outreach Components

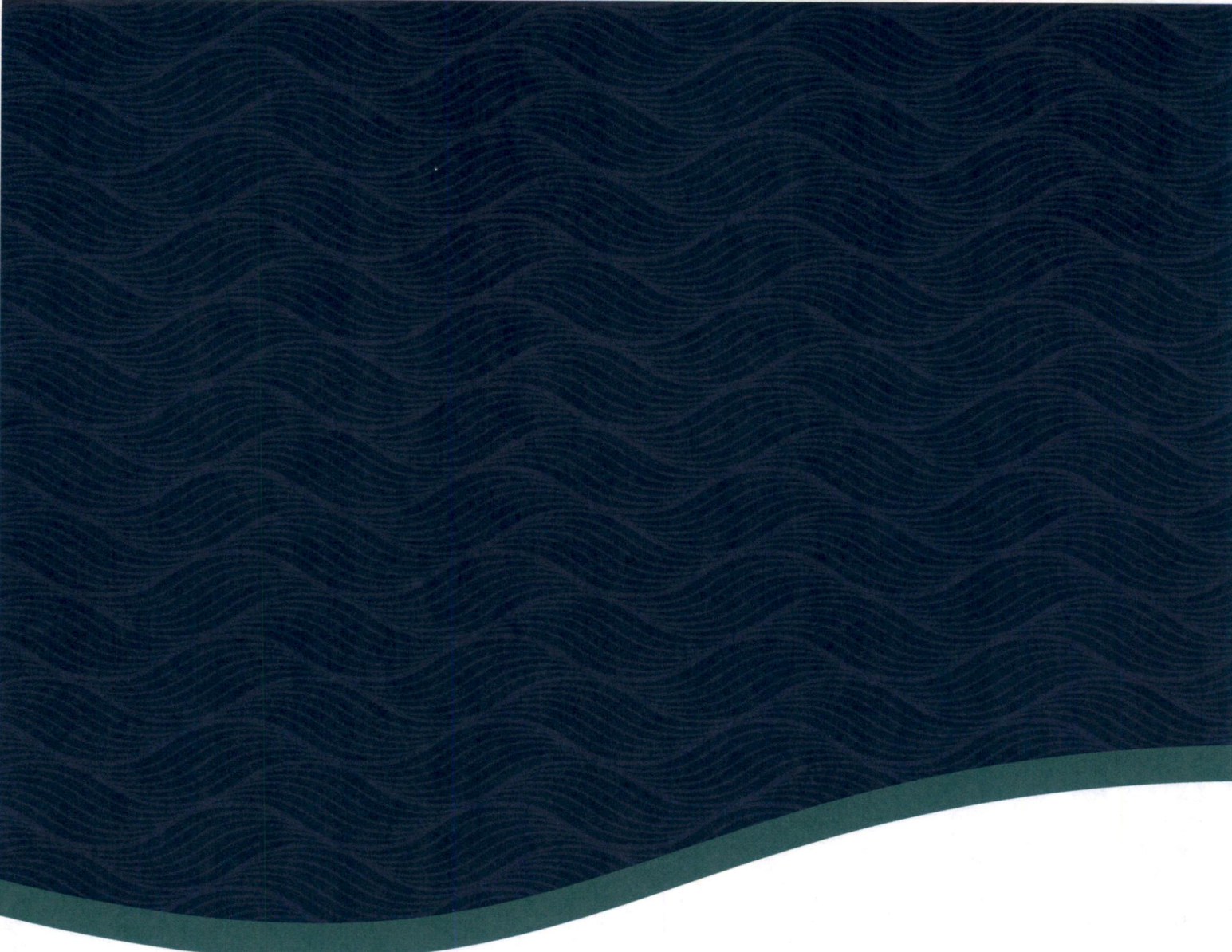


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3. EPA Public Participation Guide, Public Participation Toolkit. No date. 96 pp.
4. *Messaging This Moment: A Handbook for Progressive Communicators*. Anat Shenker-Osorio. No date. 21 pp.
5. Godschalk and Rouse, 2015. "Principles for Sustaining Places" in *Sustaining Places: Best Practices for Comprehensive Plans*, PAS Report 578, American Planning Association.

Attachment 1: Climate Resiliency Grant Public Engagement Plan

Attachment 2: Middle Housing Public Engagement Plan



Jefferson County Climate Element

ENGAGEMENT PLAN

SEPTEMBER 2024

FUNDED BY WASHINGTON'S

**CLIMATE
COMMITMENT
ACT**

This Engagement Plan is funded through a state grant. The WA Department of Commerce climate planning grant is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing

climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov

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Engagement Plan Overview

Jefferson County (County) is developing a Climate Element (CE) as a part of the 2025 Comprehensive Plan Update. The CE will be prepared to meet new Washington House Bill 1181 requirements for cities and counties to integrate climate mitigation and/or resilience policies into their periodic comprehensive plan updates. Jefferson County is required to satisfy a climate resilience sub-element for its 2025 Comprehensive Plan. Per WA State Department of Commerce guidance, one of the pathways to integrating climate resilience into a comprehensive plan is updating and adopting a hazard mitigation plan and then integrating climate resilience goals and policy into the comprehensive plan. See [Commerce Climate Element Planning Guidance](#) at pg. 15 (Updated 1/11/24).

This public-facing Engagement Plan (Plan) provides a strategic framework for engaging Jefferson County communities and key project partners for development of the Climate Element. This Plan is intended to be consistent with and supportive of the Public Participation Plan to be prepared as part of the Comprehensive Plan update.

Engagement is a fluid process that requires adaptive strategies to make sure we are reaching communities and gathering meaningful input. This plan outlines our guiding objectives, audiences, and strategies for how we plan to approach engaging Jefferson community members to meaningfully participate in these planning processes.

Engagement Objectives

Through engagement, the county intends to meet the following objectives:

- Raise awareness of climate resilience and provide several different venue opportunities for the public to learn about and provide input during our planning process.
- Provide the opportunity for all who live and work in the County to participate in the update planning process.
- Ensure a process that is open and transparent, culturally sensitive, and accessible.
- Ask for input where public feedback can contribute to the process of developing goals and policies pertaining to climate change and resilience.

Engagement Metrics

This engagement process will be summarized in a final Engagement Summary at the end of the project, produced by County Staff. The final summary will include key themes from engagement and a quantitative summary of key engagement metrics tracked during the engagement process:

- Documentation of engagement efforts in the engagement tracker

- Total number of people attending
- Total number of responses per engagement activity

Engagement Strategy

Three main phases of engagement are planned. These phases will build upon each other and coincide with broader key decision points in the development of the Climate Element.

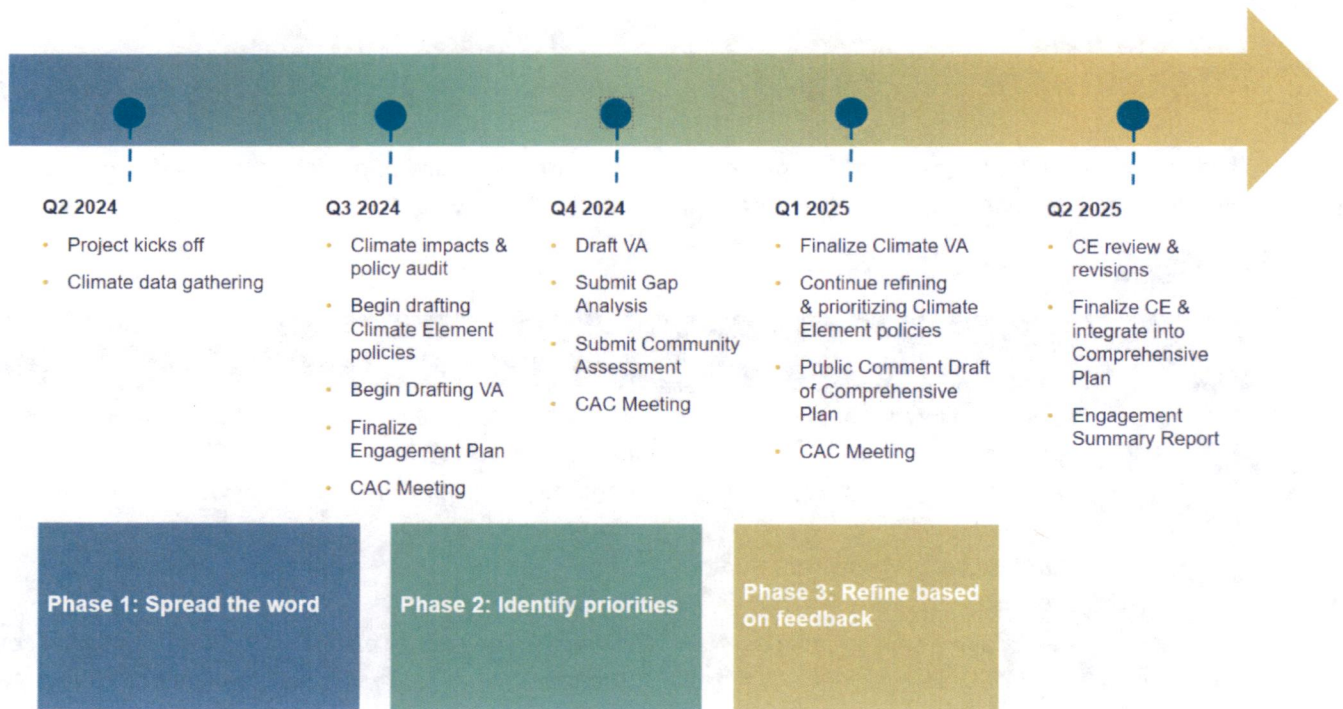
ENGAGEMENT PHASES

	Phase 1: Spread the word	Phase 2: Identify priorities	Phase 3: Refine based on feedback
Purpose	Build early awareness of plan process Build or strengthen key partner relationships Understand current community context	Gather and integrate community value and vision Community-driven prioritization of potential strategies	Solicit feedback on draft CE Gather input for implementation
Activities	Webpage (main county page and DCD page) County Facebook Coordinate meetings with local Climate Action Committee (CAC) Coordinate meetings with other stakeholders	Webpage (main county page and DCD page) Social media Community Conversations Meetings with the CAC and other stakeholders	Webpage (main county page and DCD page) Social media Community Conversations Meetings with the CAC and other stakeholders

PROJECT TIMELINE WITH ENGAGEMENT PHASES OVERLAY

The following timeline includes key engagement activities identified in this plan overlaid with engagement phases (see Exhibit 1).

Exhibit 1 Engagement timeline with project deliverables



Community Context

The following sections provide a snapshot of Jefferson County communities, including demographic data and audience groups.

Demographics

Based on the April 1, 2024 Population of Cities, Towns and Counties Used for Allocation of Selected State Revenues, State of Washington Office of Financial Management, the total population of Jefferson County is 32,977 people. The tables below provide age, gender, race, language, education, and income levels for those who reside in Jefferson County (see Exhibit 2-7).

Exhibit 2 Jefferson County residents by age. Data from the [Washington State Office of Financial Management](#).

Age	%
Under 5 years	3.0
5-19 years	10.3
20-44 years	20.3
45-64 years	27.5
65 and over	38.9

Exhibit 3 Jefferson County residents by gender. Data from the [Washington State Office of Financial Management](#).

Gender	%
Total population	32,977
Male	49.2
Female	50.8

Exhibit 4 Jefferson County residents by race and ethnicity. Note, Hispanic/Latino is ethnicity so percentages do not add to 100%. Data from the [Washington State Office of Financial Management](#).

Race	%
White alone	88.3
Black or African American	0.7
American Indian and Alaska Native	2.1
Asian	1.5
Native Hawaiian and other Pacific Islander	0.2
Two or More Races	7.2
Hispanic or Latino (any race)	4.2

Exhibit 5 Jefferson County residents by language spoken at home. Data from the [ACS 5-year Survey 2022](#)

Language Spoken at Home	% of the population over 5 years old
Speak English only at home	89.2
Speak a language other than English at home	5.0
Speak English less than "very well"	0.8
Speak Spanish at home	1.8
Speak other Indo-European languages at home	1.8
Speak Asian and Pacific languages at home	1.2
Speak other languages at home	0.2

Exhibit 6 Jefferson County residents by education level. Data from the [ACS 5-year Survey 2022](#)

Education Level, Population 25 years and over	%
Less than high school	0.5
Some high school, no diploma	2.4
High school graduate, including equivalency	20.6
Some college, no degree	24.6
Associate's degree	8.4
Bachelor's degree	23.8
Graduate or professional degree	19.7

Exhibit 7 Jefferson County Residents by income level. Data from the [ACS 5-year Survey 2022](#)

Income Levels	%
Less than \$10,000	6.3
\$10,000 to \$24,999	10.6
\$25,000 to \$49,999	20.3
\$50,000 to \$74,999	17.6
\$75,000 to \$99,999	14.1
\$100,000 to \$149,999	14.0
\$150,000 to \$199,999	8.4
\$200,000 or more	8.7
Median income (dollars)	\$64,796

WA HEALTH DISPARITIES DATA

The Climate Element, including the Resilience Sub-element, must address disadvantaged communities in Jefferson County. This Element will address economic, environmental, and social conditions as they intersect with climate resilience, and minimize the potential for environmental health disparities to get worse.

The [Washington Environmental Health Disparities Map](#) is an interactive mapping tool comparing communities across the state for environmental health disparities. The map provides decision makers with key insights into where public investments can be prioritized to best target their jurisdiction's highest environmental health concerns.

The tool ranks key data categories from 1-10, with 1 being the lowest occurrence of environmental health disparities and 10 being the highest. There are 19 indicators, divided into four themes: Environmental Exposures, Environmental Effects, Socioeconomic Factors, and Sensitive Populations. The key findings for environmental health disparities in Jefferson County are presented as maps in Appendix 1. Jefferson County has moderate to relatively high disparity ratings for Socioeconomic Factors, with the west end of the county ranking highest.

The tool also has rankings for Social Vulnerability Indices, which considers sociodemographic data by region. There are 16 indicators, divided into four themes: Household Composition and Disability; Housing Type and Transportation; Race, Ethnicity, and Language; and Socioeconomic Determinants. The findings for Social Vulnerability Index ratings in Jefferson County are presented as maps in Appendix 2. These maps show the distribution across the county of demographic groups that are likely to be more vulnerable to climate impacts. These factors include, but are not limited to, a high percentage of the population that: is over the age of 65 years; have disabilities; represent a single-parent household; reside in mobile homes, overcrowded housing, or in group quarters; and have low income or are living in poverty.

Engagement Considerations

Drawing from the community context, the following engagement considerations will be considered as we develop materials, conduct engagement and analyze feedback.

- There are previously identified equity issues in Jefferson County that should be addressed in the engagement process. The County should prioritize engaging with West Jefferson County, Quilcene, Brinnon, and parts of Ludlow County.
- Socioeconomic factors ranked the highest for environmental health disparities in Jefferson County, with some areas scoring 7. Climate impacts are likely to exacerbate existing health conditions and key phases of this project including the vulnerability assessment and policy development will need to address existing health disparities.
- 16.9% of Jefferson County residents make less than \$25,000. The 2022 poverty threshold is \$14,880 for one person, \$18,900 for two people, and \$29,950 for four people.

Audience

Our intended audience includes all Jefferson County residents and community members with an emphasis on engaging historically underserved and vulnerable populations.

Audience Group	Description	Potential Segments
General Public	Those who live and work in Jefferson County Interest in supporting community cohesion, maintaining the rural lifestyle, and protecting natural resources.	Frontline communities Seniors Community-based Organizations Outdoor/recreation Active neighborhood groups Community development
Implementation Partners	Maintaining and expanding infrastructure to support sustainable growth while maintaining natural resources. Program and project development and support for policy implementation.	Utilities Contracted service providers County and City employees Environmental NGOs Higher education institutions (e.g., Washington State University Extension)
Climate Action Committee (CAC)	Jefferson County and City of Port Townsend employees	Climate Action Committee (CAC) Jefferson County, WA

Audience Group	Description	Potential Segments
Community Stakeholders	Organizations and entities involved in climate action and/or represent special interest groups.	Engage Jefferson County The Port Emergency responders Jefferson County school districts Transportation

Tribal Engagement

Tribal engagement will be conducted and will be coordinated as part of the overall Comprehensive Plan update in compliance with HB 1717 requirements.

Key Messages

- Jefferson County is developing a Climate Element as part of the Comprehensive Plan update.
- Be a part of building resilience to climate impacts and preparing for hazards in Jefferson County!
- To reduce risk and plan for future climate impacts, we need your feedback!
- Share with us your priorities for planning for climate change impacts.

CLIMATE ELEMENT

- The Growth Management Act (Chapter 36.70A RCW) was amended in 2023 under Washington House Bill 1181, requiring cities and counties to integrate climate mitigation and/or resilience policies into their periodic comprehensive plan updates.
- Jefferson County is developing a Climate Element that will build resilience to climate and environmental impacts as a part of the 2025 Comprehensive Plan update.
- The Climate Element includes policies that:
 1. Address natural hazards created or aggravated by climate change, including sea level rise, landslides, flooding, drought, heat, smoke, wildfire, and other effects of changes to temperature and precipitation patterns;
 2. Identify, protect, and enhance natural areas to foster climate resilience, as well as areas of vital habitat for safe species migration; and
 3. Identify, protect, and enhance community resilience to climate impacts, including social, economic, and built-environment factors, which support adaptation to climate impacts consistent with environmental justice.

CAC Meeting Schedule

Cascadia will engage the CAC throughout the Resilience Sub-Element development process, seeking feedback at key decision points in the planning process.

	Meeting 1	Meeting 2	Meeting 3
Month and Year	October 22, 2024	December 10, 2024	January or February 2025
Goal	Review Climate Impacts Summary, Engagement Plan, Policy Audit/Gap Assessment and seek feedback to incorporate.	Review and seek feedback from the CAC on the Vulnerability Assessment and Draft Goals and Policies.	Review and seek feedback on Draft Goals and Policies of Climate Element.
Relevant deliverables	Climate Impacts Summary, Engagement Plan, Policy Audit/Gap Assessment.	Vulnerability Assessment and Draft Goals and Policies.	Draft Goals and Policies.

Engagement Tactics

The following engagement activities will be used by Jefferson County and the CAC to engage the public in the planning process for the Climate Element.

ONGOING ACTIVITIES

There are a few activities that we will do throughout engagement, outlined below.

Website

The project webpage provides a central location to direct all interested individuals to more information. The webpage would provide a project overview, relevant updates, upcoming engagement opportunities, and project team contact information. The website will also house all project materials and host the surveys. The project webpage should be updated regularly.

Notices

The County will announce important engagement opportunities through Jefferson County communications in the local newspaper.

Email list

A project listserv, or regular email updates, will help share status updates and promote engagement opportunities to emails collected throughout engagement. The County send out updates to the email list to share out opportunities for feedback.

Promotion

The County will use internal Jefferson County communication channels to promote engagement opportunities, as well as posting about opportunities using Facebook groups, other county websites, local newspapers and local radio.

Planning Commission Meetings

The project team will present to the Planning Commission at key project phases and to get input and review on draft Climate Element Policy language.

Community Conversations

DCD will conduct community conversations to gain feedback and input on the Climate Element. Those meetings will be held both in person and virtually.

Materials

Cascadia is responsible for creating the following materials to support engagement activities.

- Public-facing Engagement Plan
- CAC meeting materials, including:
 - Meeting agenda
 - Pre-meeting materials
 - PowerPoint Slides
 - Meeting summary

Roles

Cascadia is responsible for preparing the Climate Element Engagement Plan and leading up to four meetings with the CAC. Jefferson County Staff is responsible for public engagement activities in addition to supporting CAC engagement.

These roles are outlined below:

Activity	Jefferson County	Cascadia Consulting Group
CAC	Meeting support	Preparing materials Meeting facilitation Meeting summary
Community Conversations	Meeting facilitation	Support one community conversation
General Public	Develop engagement materials Attend and lead engagement opportunities	N/A

Appendix 1. Environmental Health Disparities

Figure 1 Environmental Health Disparities V 2.0. Provides an overview of environmental health concerns in the selected area. Jefferson County's score is **low**.

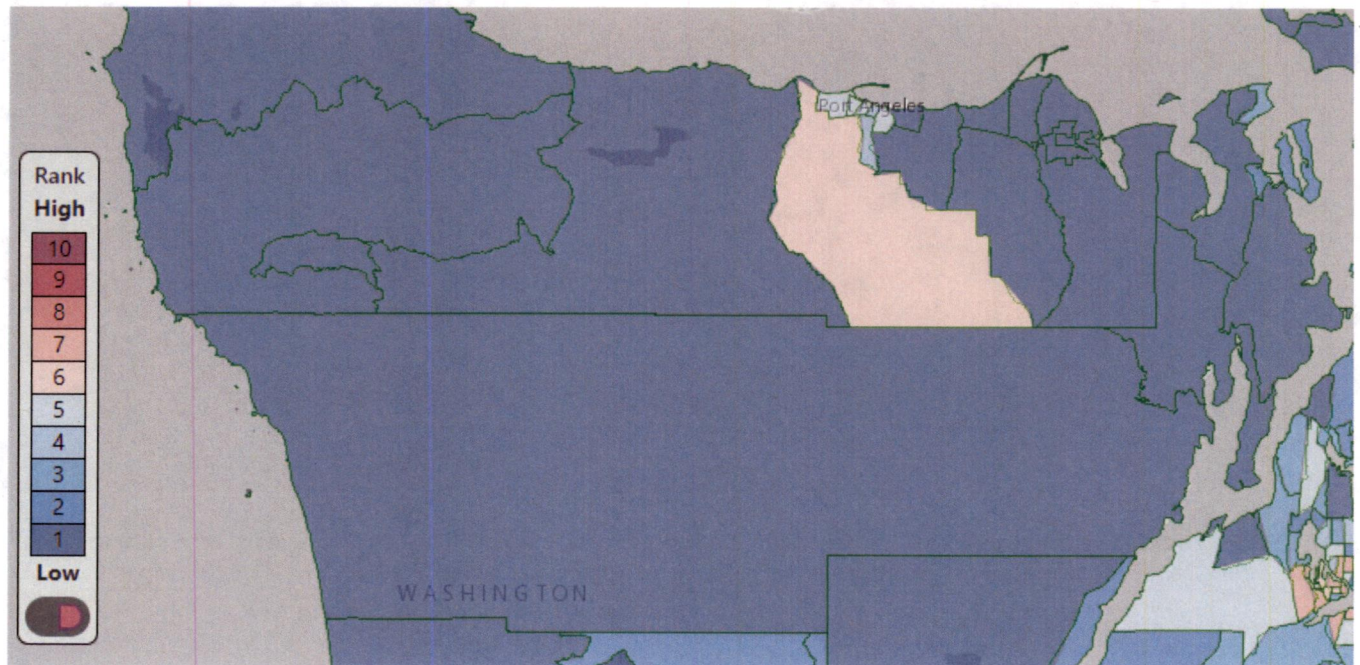


Figure 2. Environmental Exposures. Demonstrates exposure to various pollutants, such as PM2.5. Jefferson County's score is **low**.

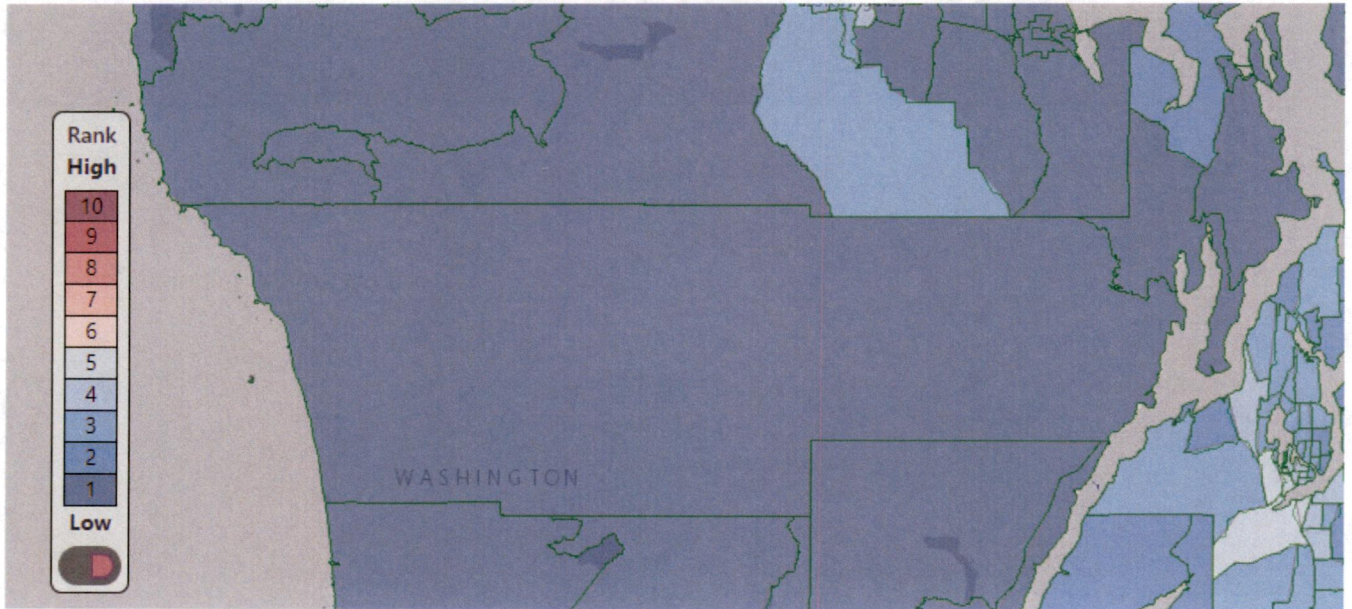


Figure 3. Environmental Effects. Demonstrates proximity to hazardous sites. Jefferson County's score is **low**, however some areas (north-east area of County) are slightly higher.

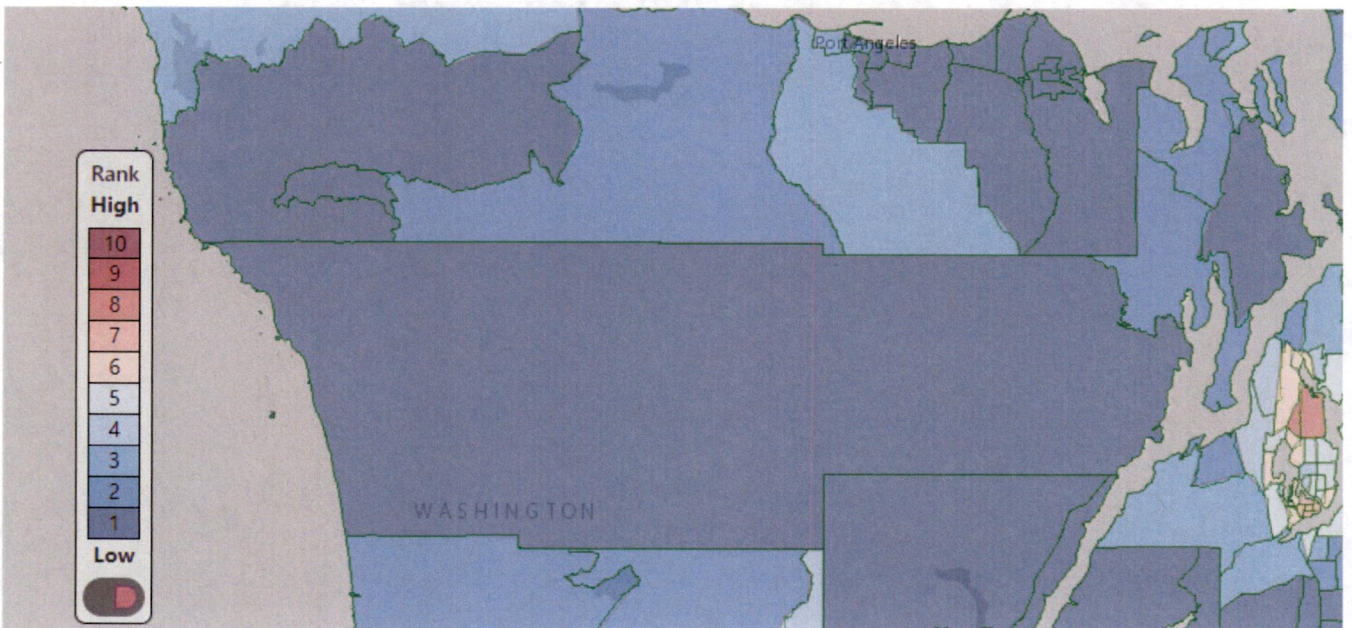


Figure 4. Socioeconomic Factors. Demonstrates the concentration of vulnerable populations in the area, such as those living below or at the poverty line, those without high school diplomas, and historically disadvantaged communities. This

is the County's highest-ranking sector with average scores around 6.

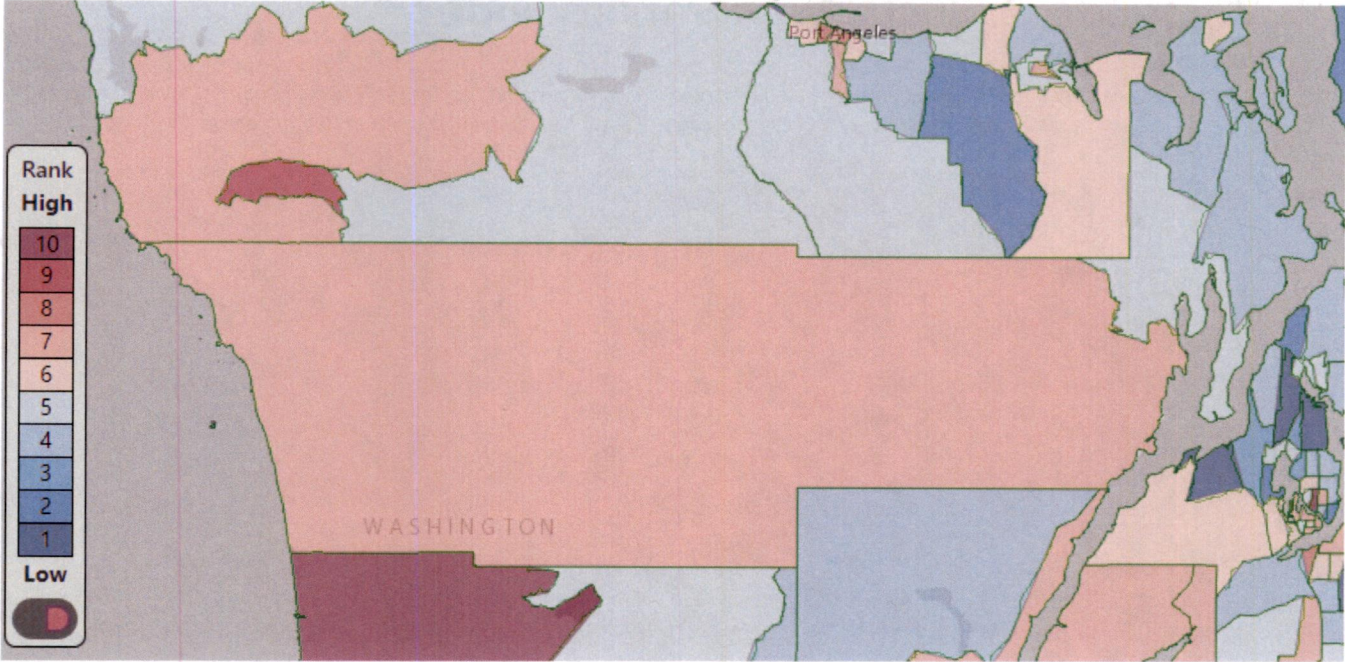
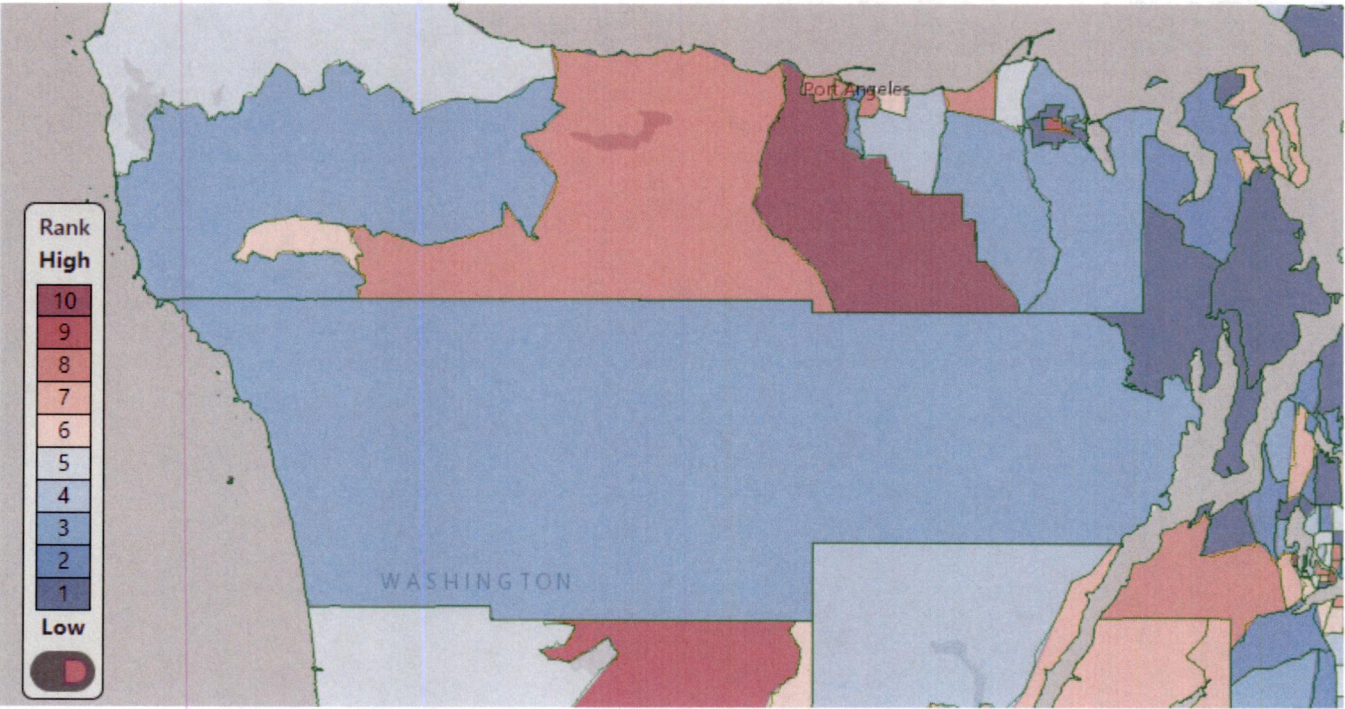


Figure 5. Sensitive Populations. Demonstrates populations at risk to cardiovascular disease and populations with low birthrates. Jefferson County's score is **low**.



Appendix 2. Social Vulnerability Index

Figure 6. Social Vulnerability Index. Provides an overview of social vulnerability scores for Jefferson County. Demonstrates that West Jefferson County faces higher rates of social vulnerability compared to other areas.

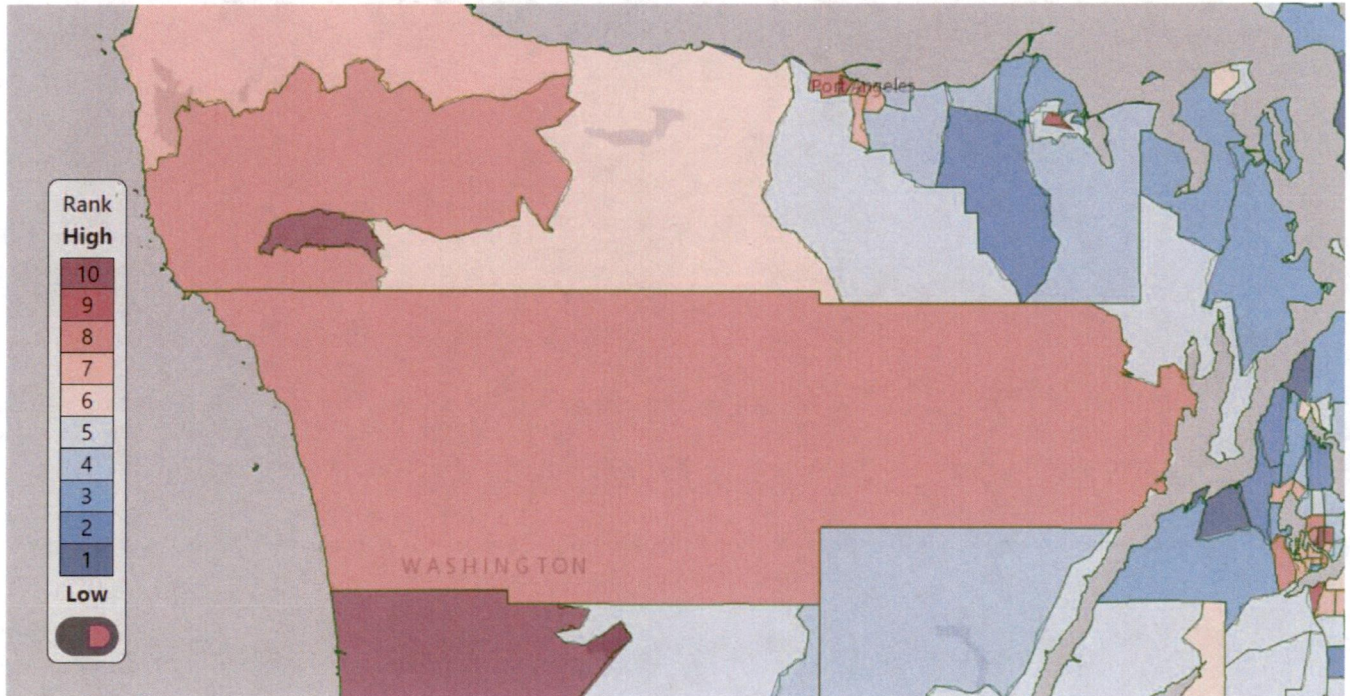


Figure 7. Household Composition & Disability. Demonstrates household risk, including population over 65, population under 18, population with a disability, and single parent households. Jefferson County's score is **moderately high**.

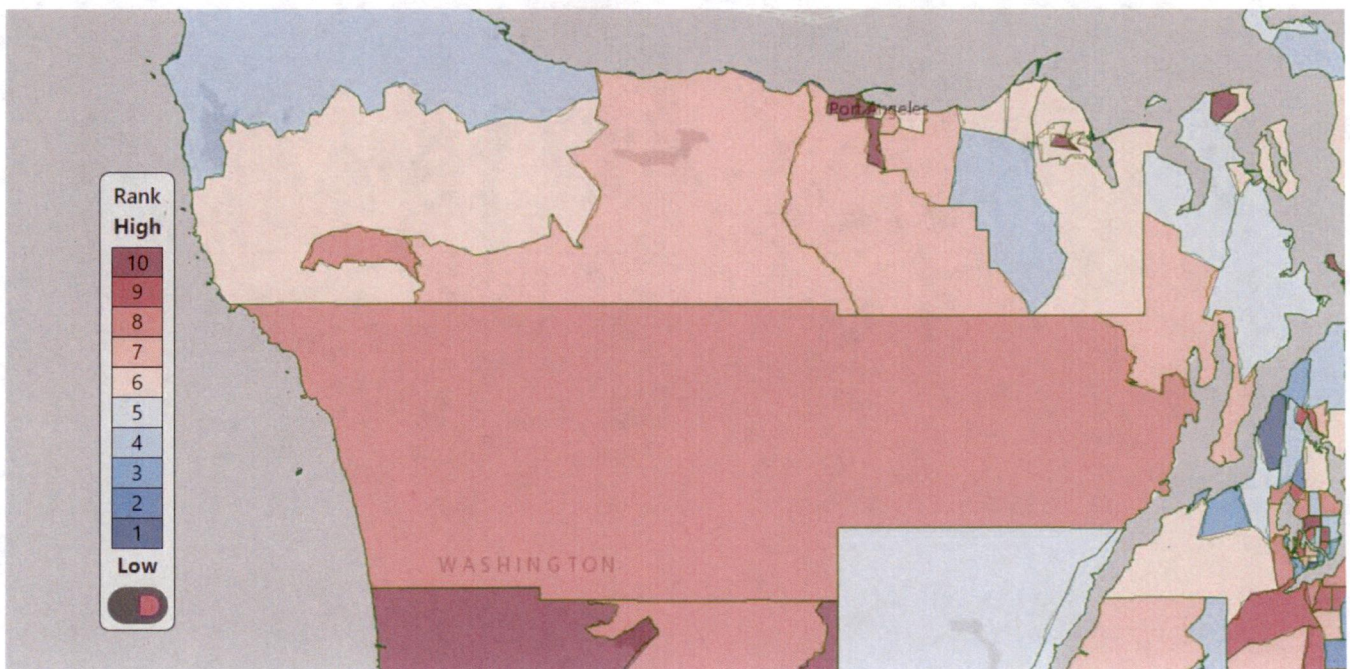


Figure 8. Housing Type & Transportation. Demonstrates various housing types and conditions and access to private vehicles. Jefferson County's score is moderate; however the western area is higher at 8.

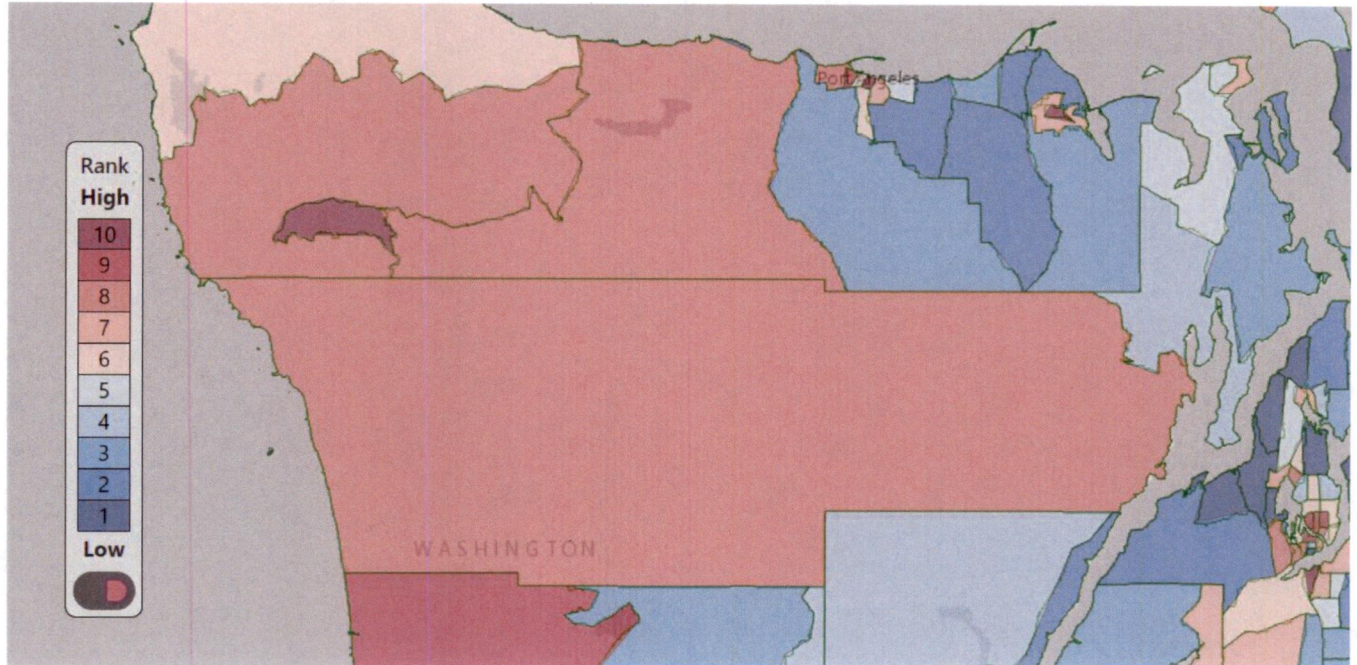


Figure 9. Race, Ethnicity, & Language. Demonstrates people of color and primary language other than English. Jefferson County's score is low.

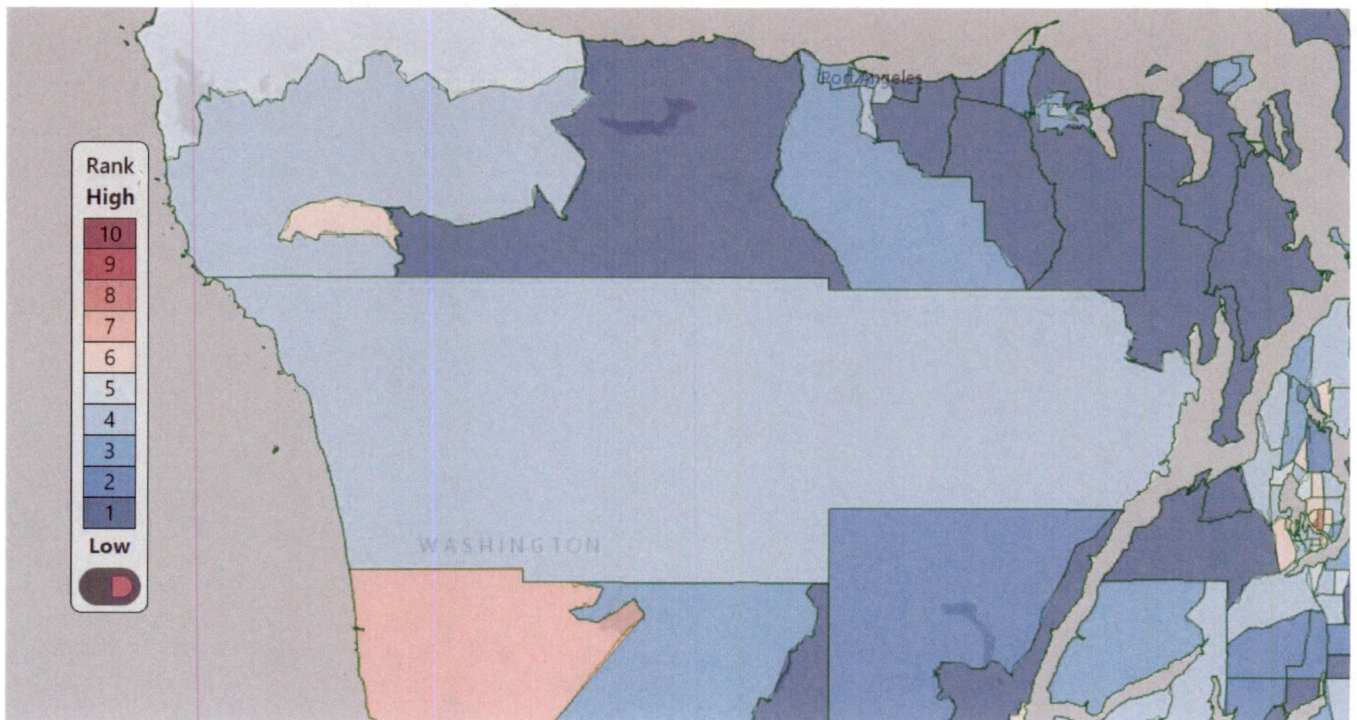


Figure 10. Socioeconomic Determinants. Demonstrates median household income, those without a high school diploma, population without health insurance, population living in poverty, and population unemployed. This is Jefferson County's highest-ranking sector, with an average score of 8.



DEPARTMENT OF COMMUNITY DEVELOPMENT

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E-mail: dcd@co.jefferson.wa.us

Middle Housing Public Engagement Plan

I. Situation Statement

Jefferson County, Washington, a municipal corporation is seeking to build community awareness and support for changes to zoning regulations and the comprehensive plan with specific reference to those sections that govern housing types permitted “as of right” in the Port Hadlock Irondale Urban Growth Area (UGA), one of Washington State’s newest UGAs. More specifically, Jefferson County like many other governments largely permits single family housing, a fact that arises in large part out of the state’s adoption of the Growth Management Act (GMA) which establishes a series of 15 goals that should act as the basis of all comprehensive plans. Below you will find a list of those goals along with an abbreviated description (for the full descriptions, see [RCW 36.70A.020](#)).

This middle housing project specifically builds community awareness and support for GMA goals 1, 2, 3, 4, 6, 11 and 13. Specifically, GMA goal 1 would be implemented through its encouragement of growth in a new urban growth area. Goal 2 is advanced by consideration of priority development sites near destinations such as grocery stores, libraries, and other clusters of business. Frequently referred to as walk sheds, county staff is identifying specific sites where housing should be prioritized because of the site’s proximity to destinations. Goal 3 is prioritized by identification of new trails that connect potential housing sites with these destinations. This project promotes GMA goal 4 by the County’s partnership with low-income housing providers, engaging them in the identification of sites, and in some cases assisting their purchase of these priority development sites, which occurred in one notable example known as the Habitat for Humanity’s Mason Street development. GMA goal 6 is furthered through the preservation of existing property rights with use of innovative techniques to generate more housing. For example, staff, supported by the community, proposes allowing greater densities in consideration of community benefits such as affordable housing in the new UGA. GMA goal 11 is advanced by early and continuous community engagement, as set forth in this plan. And, finally, GMA goal 13 is one of the linchpins of this process, as the county has engaged the Jefferson County Historic Society to identify historic assets including buildings and commercial structures so that they may be incorporated in development scenarios enabling their rehabilitation.

In rural areas outside of master planned resorts, the GMA generally leads to housing development that is primarily single family. For this reason, many county residents outside of the county’s only city, Port Townsend, are unfamiliar with benefits and drawbacks of various other types of housing. In fact, county staff has noted comments regarding multifamily housing units that seek to portray these units in a negative light. However, the type of multifamily housing which is specifically referred to as middle housing may meet an urgent need and sidestep these concerns as Jefferson County confronts the Washington Center for Real Estate Research’s designation as the second least affordable county in Washington State after San Juan Island County. Additionally, the Port Hadlock Urban Growth Area is The GMA specifically notes in the statute



DEPARTMENT OF COMMUNITY DEVELOPMENT

621 Sheridan Street, Port Townsend, WA 98368

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that the goals "are not listed in order of priority and shall be used exclusively for the purpose of guiding the development of comprehensive plans and development regulations."

TABLE 1: Growth Management Act's Goals
(RCW 36.70A.020)

1. **Urban growth.** Encourage development in urban areas.
2. **Reduce Sprawl.** Reduce the inappropriate conversion of undeveloped land.
3. **Transportation.** Encourage efficient multimodal transportation systems.
4. **Housing.** Plan for and accommodate housing affordable to all economic segments.
5. **Economic development.** Encourage economic development throughout the state.
6. **Property rights.** Private property shall not be taken for public use without just compensation having been made.
7. **Permits.** Applications should be processed in a timely and fair manner.
8. **Natural resource industries.** Maintain and enhance natural resource-based industries.
9. **Open space and recreation.** Retain open space, enhance recreational opportunities.
10. **Environment.** Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
11. **Citizen participation and coordination.** Encourage the involvement of citizens.
12. **Public facilities and services.** Ensure that those public facilities and services necessary to support development shall be adequate.
13. **Historic preservation.** Identify and encourage preservation.
14. **Climate change and resiliency.** Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies adapt to and mitigate the effects of a changing climate.
15. **Shoreline management** ([RCW 36.70A.480](#))

III Define Your Goals

The County's goals in engaging the community are multifold. First, we hope to better understand the types of housing most suitable for the new urban growth area and why. Second, we are engaging partners to identify the best locations for these sites. Thirdly, we are raising awareness of the historic resources, some of which appear threatened and near a state of disinvestment that suggest these historic assets may soon be lost. Fourth, we are engaging the community to understand where informal trails have developed and why.

III. Identify Target Audience(s)/Stakeholders

A: Decision-makers & People of Influence:

County staff has identified the residents of the community as the primary decision-makers, as they are those who will be housed. Another primary decision-maker are the landowners, specifically those who own land. Thirdly, the affordable housing developers within our community are a third valuable decision maker in the process, as a primary deliverable of this process is to incentivize housing production for those income where market externalities means that the housing would not be built without government intervention.



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IV. Craft a Clear Message

Jefferson County needs housing for all income groups, and we need your support to ensure that it's completed - designed and constructed - consistent with your expectations. Would you move into one of these housing units? Why? What would encourage you to consider moving into one of these housing units?

V. Identify Incentives for Engaging Targeted People and Organizations:

- **Affordable Housing Stakeholders** → *"You should get involved as this is one of the only areas within Jefferson County where multifamily housing is permissible. Given that this is your mission, and there's a concern about how to advance rural housing especially for income groups who cannot afford to purchase or construct their own housing, you are a valuable partner, and your resources are essential."*
- **Local Community Stakeholders** → *"You should get involved to ensure that the community grows in ways that meet your expectations."*
- **Property Owner Stakeholders** → *"You have a unique chance to influence what's permissible where you have property."*

VI. Identify Outreach Methods

The method the County will use to achieve its goals is an **eight point plan** whose outreach methods are informed by Planning Commission guidance. In 2022, the Jefferson County Planning Commission formed an outreach subcommittee, which identified a range of ideas including the need to leverage existing events and conduct outreach to existing groups. Leading up to major events, the county used this guidance, and supplemented it by the following:

- 1) **Survey** – survey was conducted with the support of Housing Resources Group to identify housing designs that meet community expectations.
- 2) **Committee** – a Stock Plan committee consisting of city and county resident planning commissions reviewed ideas, and submissions, selecting some plans for funding
- 3) **Lunch and Learn** – these were conducted to offer those interested an opportunity to share their ideas about designs received from community members
- 4) **Media** – an extensive media campaign including postings on social media, press releases, and other venues are to be used throughout the outreach campaign
- 5) **Workshops** – a series of three workshops on the last Thursday of April, May and June are the focus of the preliminary outreach. A final workshop will include a bicycle tour of historic assets, and priority sites.
- 6) **Public Hearings** – the planning commission will host a public hearing on ideas, and use this as a critical vetting of the ideas submitted.
- 7) **Direct e-mail** – interested parties will be contacted throughout the process
- 8) **Point of Contact** – determining who the community would reach out to ensure that all know how to contribute, and where.

From: [Carle, Ashley](#)
To: [Joel Peterson](#)
Cc: [Mazur, George](#); [Idleburg, Gary](#); [OR Planview](#)
Subject: RE: 60-Day Review of Jefferson County's Countywide Planning Policy Document
Date: Thursday, September 19, 2024 11:01:19 AM

ALERT: BE CAUTIOUS This email originated outside the organization. Do not open attachments or click on links if you are not expecting them.

Hi Joel,

Please consider this email as an official comment on Jefferson County's Countywide Planning Policy Document from WSDOT.

We have two comments on the Policy's Key Objective #5:

- In addition to an 'efficient and active transportation system', WSDOT would like to see the inclusion of a 'safe' system approach as well, in alignment with WSDOT's Safe System Approach and Target Zero.
- In addition to mobility as an objective, WSDOT would like to see a focus on 'preservation' consistent with the intent stated in RCW 47.04.208(4).

Thank you,

Ashley Carle SHE/HER

WSDOT MULTIMODAL DEVELOPMENT MANAGER
OLYMPIC REGION MULTIMODAL PLANNING OFFICE
O: 360-357-2675

From: Joel Peterson <JPeterson@co.jefferson.wa.us>
Sent: Tuesday, August 27, 2024 4:25 PM
To: COM GMU Review Team <reviewteam@commerce.wa.gov>
Cc: Vanegas, Ted (COM) <ted.vanegas@commerce.wa.gov>
Subject: 60-Day Review of Jefferson County's Countywide Planning Policy Document

External Email

Commerce Review Team:

Attached are three files regarding proposed amendments to the Jefferson County Countywide Planning Policies (CPP) pursuant to RCW2 36.70A.210 for your review.

1. JeffCo CPP amendment proposal with final mark-up
2. JeffCo CPP amendment proposal final clean copy
3. State Agency Notice Cover Sheet with project description.

We could not find a specific mention of a 60-day notice requirement to Commerce for amendment of CPPs either in statute or in WAC. These say 'comprehensive plan and development regulations'. Thus, we were caught unaware and did not plan for a 60-day review of this document.

With assistance from Commerce's Tribal Coordination Manager, we've solicited input from area tribes, as required by statute. With the benefit of tribal and public comment through a series of meetings, the GMSC reached a recommendation for amending our CPP, and that is what county staff is bringing to our BoCC for potential adoption by resolution.

Jefferson County and the City of Port Townsend are relying on imminent adoption of the CPP framework needed to complete our respective 2025 Periodic Updates on time. While we would certainly welcome and appreciate input from Commerce, we plan to stick with an adoption schedule that coincides with our 2025 Periodic Update work programs. To that end, we request that you provide input promptly. Thank you for your consideration.

Joel

Joel M. Peterson (he/him/his)
Associate Planner
Jefferson County Department of Community Development
621 Sheridan Street
Port Townsend, WA 98368
(360) 379-4457

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From: [Joel Peterson](#)
To: [Sears, Tricia \(DNR\)](#)
Cc: [Josh Peters](#); [George Terry](#); [Donna Frostholm](#)
Subject: RE: Jefferson County's Countywide Planning Policies update (Commerce ID# 2024-S-7405): WGS comments
Date: Wednesday, September 4, 2024 9:29:00 AM

Hi Tricia:

Thank you for your prompt and thoughtful review of the 2024 Draft Countywide Planning Policies (CPP) on behalf of Washington Geological Survey. I will be looking at this more closely toward the end of this week and will contact you if I have further questions.

I appreciate your comments about describing connections between critical areas, hazard mitigation planning, and climate change/resilience, and cross referencing it to the climate change and resiliency, and shorelines elements of the CPPs. One way I think we can achieve this in greater detail is by linking narrative and policies within our interconnected comprehensive plan elements, and ground them to the more general CPP document.

Also, your encouragement to include these things in our future work is well taken. In our comprehensive plan periodic review and Critical Areas Ordinance updates, we will include updated references and data sources. Thanks for those you provided.

Joel

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From: Sears, Tricia (DNR) <Tricia.Sears@dnr.wa.gov>
Sent: Tuesday, September 3, 2024 2:18 PM
To: Joel Peterson <JPeterson@co.jefferson.wa.us>
Cc: Sears, Tricia (DNR) <Tricia.Sears@dnr.wa.gov>; Vanegas, Ted (COM) <ted.vanegas@commerce.wa.gov>
Subject: Jefferson County's Countywide Planning Policies update (Commerce ID# 2024-S-7405):

WGS comments

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9/3/24

Hello Joel,

In keeping with the interagency correspondence principles, I am providing you with comments on Jefferson County's Countywide Planning Policies update (Commerce ID# 2024-S-7405).

For this proposal submitted via Planview, I looked at the proposal and focused on areas related to WGS work. Of note, but not limited to, I look for language around the geologically hazardous areas, mineral resource lands, mining, climate change, and natural hazards mitigation plans.

Specifically in this proposal, I reviewed the document 2024 Draft Countywide Planning Policies for Jefferson County, Washington. This copy has the mark up of changes in it. I have included a couple comments below.

On page 4, two new elements are added, 14) climate change and resiliency, and 15) shorelines of the state.

There is no mention of minerals or geologically hazardous areas. There is mention of critical areas, primarily related to the essential facilities provisions. From reading through the document, perhaps consider adding a policy in the environment element that describes connections between critical areas, hazard mitigation planning, and climate change/resilience, and then cross reference it in the climate change and resiliency, and shorelines of the state elements.

Recognizing the limitations of the current proposals, I want to mention that it would be great for you to consider these in future work, be it in your comprehensive plan, development code, and SMP updates, and in your work in general:

- Consider adding a reference to WAC 365-190-120 geologically hazardous areas for definitions in other areas besides the CAO. In addition, consider adding a reference to WAC 365-196-480 for natural resource lands.
- Consider adding a reference to the WGS Geologic Information Portal in other areas besides the CAO. If you have not checked our interactive database, the WGS Geologic Information Portal, lately, you may wish to do so. [Geologic Information Portal | WA - DNR](#)
- If you have not checked out our Geologic Planning page, you may wish to do so. [Geologic Planning | WA - DNR](#)

Thank you for considering our comments. If you have any questions or need additional information, please contact me. For your convenience, if there are no concerns or follow-up discussion, you may consider these comments to be final as of the 60-day comment deadline of 10/26/24.

Cheerio,
Tricia

Tricia R. Sears (she/her/hers)

Geologic Planning Liaison

Washington Geological Survey (WGS)

Washington Department of Natural Resources (DNR)

Cell: 360-628-2867 | Email: tricia.sears@dnr.wa.gov

POLICY #10

POLICY ON PROTECTION OF TRIBAL CULTURAL RESOURCES AND COORDINATION

Protection of Tribal Cultural Resources

Although state and federal laws protect cultural and archaeological resources, local comprehensive plans should direct coordination with Tribes to proactively protect and manage these resources. Examples of archaeological and cultural resources important to Tribes include but are not limited to, shell middens, campsites, pictographs, kettles, geologic formations associated with cultural resources, traditionally used native plants, and burial sites.

1. Protect significant regional historic and cultural resources, such as landmarks, archaeological sites, historic and cultural landscapes, and areas of special tribal character.
2. Proactively seek tribal coordination when land use activity may have potential impacts to culturally significant sites and tribal treaty fishing, hunting, and gathering grounds.
3. Preserve, protect, and enhance cultural amenities by protecting tribal cultural artifacts, historic structures, farms and other historical settlements throughout the rural landscape, through cultural and historical preservation planning efforts. Local tribes will be consulted and included early in the planning process to ensure that tribal recommendations are thoughtfully considered and addressed.

Coordination

Like all governments, Tribes engage in land use planning and economic development to provide jobs, housing, and services, as well as the development and maintenance of supportive infrastructure. As sovereign nations, Tribes are not required to plan under the Growth Management Act, but can and do recognize the importance of coordination with governments. The following policies are intended to facilitate collaboration between Tribes and Jefferson County governments in land use and comprehensive planning:

1. Strengthen County, City, and Tribal relationships with engagement of meaningful government-to-government (G2G) consultations. The G2G relationship will be supplemented and enhanced with regular informal engagement and coordination between the County, the City, and the Tribes. G2G consultation occurs early, congruent, and independent of the public involvement process.
2. Coordinate with tribes in regional and local planning, recognizing the mutual benefits and potential for land use impacts to tribal boundaries and interests.
3. Meaningful and substantial opportunities for early and continuous tribal government participation shall be incorporated into regional and local planning activities.
4. Local jurisdictions shall provide meaningful opportunities for discussion for tribal government on issues of interest.
5. Local jurisdictions, tribal governments, and federal agencies are encouraged to coordinate plans between governments and agencies to address substantive areas of mutual interest, especially when geographic areas overlay, and promote complementary and cooperative efforts.
6. County, City, and Tribes are encouraged to inform each other about matters of local and regional interest by mutually agreeable means and schedule.

From: [Marla Powers](#)
To: [Joel Peterson](#)
Cc: [Roma Call](#); [Amber Caldera](#)
Subject: Re: Countywide Planning Policy Comments
Date: Tuesday, August 6, 2024 10:45:40 AM
Attachments: [2024-07-01 JeffCo CPP amends MP v2.docx](#)

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Hi Joel,

Thank you for providing your response to our amendments. We have made some modifications to our proposal based on that response. Please see attached.

I hope this version can make it into the packet for the Growth Management Steering Committee meeting next week.

Thank you,
Marla

Marla Powers
Port Gamble S'Klallam Tribe
Environmental Planner, Natural Resources Department
(360) 689-7551
mpowers@pgst.nsn.us

From: Joel Peterson <JPeterson@co.jefferson.wa.us>
Sent: Monday, August 5, 2024 9:20 AM
To: Marla Powers <mpowers@pgst.nsn.us>
Subject: Countywide Planning Policy Comments

Marla:

Thanks again for providing comments to the Growth Management Steering Committee regarding Countywide Planning Policy. Following-up from my phone message, I've attached recommendations from Community Development (p.2 DCD Staff Note) regarding Policy #10 to give you an opportunity to review the recommendations before the meeting. I hope our recommendations are workable for you.

Joel

Joel M. Peterson (he/him/his)
Associate Planner
Jefferson County Department of Community Development
621 Sheridan Street

Port Townsend, WA 98368
(360) 379-4457

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From: [Marla Powers](#)
To: [Joel Peterson](#)
Subject: Re: Countywide Planning Policy Comments
Date: Tuesday, August 6, 2024 11:05:57 AM

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Joel,

I understood why you made the edits. My director agreed with many of them. Although the comment regarding receiving multiple comments from tribes that are in conflict with each other should not be listed as an issue, in my opinion. Tribes are independent of each other, have different priorities, and should not be held to agreeing with each other before submitting comments. Understanding of these issues would become clear through the G2G process and staff level correspondence. There are many times public comments are received that are in conflict with other comments. It's just part of the process.

Let me know if that makes sense to you. Thank you for asking.

Marla

Marla Powers
Port Gamble S'Klallam Tribe
Environmental Planner, Natural Resources Department
(360) 689-7551
mpowers@pgst.nsn.us

From: Joel Peterson <JPeterson@co.jefferson.wa.us>
Sent: Tuesday, August 6, 2024 10:55 AM
To: Marla Powers <mpowers@pgst.nsn.us>
Subject: RE: Countywide Planning Policy Comments

Marla:

What are your impressions on the draft I provided with our minor amendments? Thanks.

Joel

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From: Marla Powers <mpowers@pgst.nsn.us>

Sent: Tuesday, August 6, 2024 10:45 AM

To: Joel Peterson <JPeterson@co.jefferson.wa.us>

Cc: Roma Call <romac@pgst.nsn.us>; Amber Caldera <ambers@pgst.nsn.us>

Subject: Re: Countywide Planning Policy Comments

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Thank you,
Marla

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From: Joel Peterson <JPeterson@co.jefferson.wa.us>

Sent: Monday, August 5, 2024 9:20 AM

To: Marla Powers <mpowers@pgst.nsn.us>

Subject: Countywide Planning Policy Comments

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from Community Development (p.2 DCD Staff Note) regarding Policy #10 to give you an opportunity to review the recommendations before the meeting. I hope our recommendations are workable for you.

Joel

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