

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners (BoCC)
Mark McCauley, County Administrator

FROM: Josh D. Peters, AICP, Community Development Director

DATE: January 22 2024

RE: Resolution for Reconvening the Growth Management Steering Committee

STATEMENT OF ISSUE:

On January 8, 2024, Department of Community Development (DCD) staff discussed with the Board the prospect of reconvening the Growth Management Steering Committee (GMSC) to—among other objectives—recommend adoption of Countywide Planning Policies (CPPs) and allocate population as projected by the Office of Financial Management (OFM). These tasks are associated with the 2025 Periodic Update required by the state Growth Management Act (GMA) for Jefferson County and the City of Port Townsend.

Attached for Board consideration is a Resolution to Reconvene the GMSC based on discussion and direction from January 8 with respect to committee membership and process. Staff at the City of Port Townsend have since requested a change to the membership of the GMSC.

ANALYSIS:

Reconvening (or establishing an updated version of) the GMSC would assist in fulfilling the requirements of the 2025 Periodic Update. On January 8, the Board directed staff to include two representatives from the Port Townsend City Council; city staff wish to make a case to the Board for three representatives.

FISCAL IMPACT:

There are budgeted funds for staff time and some consultant services associated with this process.

RECOMMENDATION:

Consider the city request and then adopt a resolution to reconvene the GMSC. Direct staff to communicate the results to partners and plan the first meeting, tentatively scheduled for February 8, including informing appointed committee members, interested parties, and the public.

REVIEWED BY:


Mark McCauley, County Administrator


Date

STATE OF WASHINGTON

County of Jefferson

A Resolution Re-Establishing a Multi-Jurisdiction Growth Management Steering Committee for the Purpose of Advising the Board of County Commissioners on Growth Management Act (“GMA”) Planning Activities, Including but Not Limited to Population Projections and Population and Employment Allocation, and Amending Countywide Planning Policies; Amending Resolution 107-91, Resolution 128-92, and Resolution 40-99

RESOLUTION NO. _____

WHEREAS, Jefferson County plans under the Growth Management Act (“GMA”), Chapter 36.70A RCW, and is required to engage in comprehensive planning in accordance with the statute; and

WHEREAS, Under the GMA, counties and cities are required to include areas and densities sufficient to permit the urban growth that is projected to occur in the county or city for the succeeding twenty-year period (RCW 36.70A.110(2)); 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, Chapter 36.70A.210 RCW directs the county in cooperation with its cities, to develop Countywide Planning Policies (“CPPs”), population projections, and population and employment allocations to be used as a policy framework from which county and city comprehensive plans are to be developed and adopted; and

WHEREAS, by joint resolution (County Resolution No. 107-91 and City Resolution No. 91-90) Jefferson County and the City of Port Townsend established a Growth Management Steering Committee (“GMSC”), alternatively known as the Joint Growth Management Steering Committee (JGMSC), to oversee the development of these growth management policies; and

WHEREAS, the GMSC has not met since 2015 for the purposes of coordination on the City of Port Townsend 2016 comprehensive plan periodic review and Jefferson County’s 2018 periodic review; and

WHEREAS, the Board of County Commissioners (“BoCC”) wishes to reinstate the GMSC consisting of Jefferson County, City of Port Townsend, Port of Port Townsend, Public Utility District #1, and representation from the unincorporated Port Hadlock/Irondale Urban Growth Area (“UGA”) for purposes of interagency coordination during the 2025 periodic reviews of both the City of Port Townsend and Jefferson County comprehensive plans; and

WHEREAS, Jefferson County is a political subdivision of the State of Washington, established in 1860; and

WHEREAS, the City of Port Townsend is a code city, incorporated in 1860, to provide general purpose governmental services within the city's limits; and

WHEREAS, the Port of Port Townsend is a countywide special purpose district formed in 1924 to own and operate facilities including maritime, aviation, commercial, and industrial facilities and is specifically charged with a mission of broad economic development throughout Jefferson County; and

WHEREAS, Jefferson County Public Utility District Number 1 is a countywide special purpose district formed in 1939 to restore ownership of key public utilities to the people and currently owns and operates water, sewer, electric, and fiber optic utilities; and

WHEREAS, the four entities have broad authority under state law to collaborate, including under Chapter 39.34 RCW; and

WHEREAS, the Jefferson County Department of Community Development (“DCD”) and the BoCC discussed in open session on January 8, 2024, the need to reinstate the GMSC and consider different formats for the GMSC that would update the methods, participation, and process of the GMSC, and a desire to keep the committee small and agile, using coordination and consensus among GMSC participants rather than voting; and

WHEREAS, the BoCC would like the GMSC to engage with other community partners, interested parties, and stakeholders, including but not limited to local special purpose districts (e.g., fire, school), federally recognized Indian tribes, non-profit organizations, and private industry groups; and

WHEREAS, pursuant to Substitute House Bill 1717 (2021-2022), and as codified in RCW 36.0A.130, the BoCC wishes to establish a process by which a federally recognized Indian tribe may voluntarily choose to participate in the county or regional planning process, and by which federally recognized Indian tribes whose reservation or ceded lands lie within the county shall be invited to participate in and cooperate with the adoption process for proposed amendments to the CPPs;

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Board of Commissioners as follows:

Section 1. **Growth Management Steering Committee.** The BoCC hereby amends Resolutions 107-91, 128-92, and 40-99, pertaining to the GMSC membership. The BoCC hereby establishes the GMSC with participants as follows: each of the three County Commissioners, two representatives of the Port Townsend City Council, one representative of the Port Hadlock/Irondale UGA community, one representative of the Commission of Port of Port Townsend, and one representative of the Commission of Jefferson County Public Utility District #1.

Section 2. **GMSC Representatives.** The representatives on the GMSC are not specifically named individuals; rather, they are identified by the agency they represent.

Section 3. **Purpose.** The GMSC is tasked with coordinating GMA-related work as directed by the CPPs for the purpose of advising the BoCC on the following matters: 1) establishing population projections and population and employment allocations for the next twenty-year planning horizon; 2) reviewing the adequacy of the CPPs in establishing a framework for the coordinated development and adoption of comprehensive plans and development regulations; and 3) coordinating consistency among the plans of the County, the City, unincorporated UGAs, the Port, special purpose districts, service providers, and other governmental and tribal entities; and 4) other related duties. This list is not intended to be exclusive.

Section 4. **Process and Involvement.** GMSC meetings will be subject to the Open Public Meetings Act. Final actions will be taken by consensus. Meeting procedures will be established by the group, and the duty of chairing the meeting will fall to the BoCC Chair. The GMSC will provide the Intergovernmental Collaborative Group ("ICG"), as it currently exists or as it may be structured in the future, the opportunity to review and provide recommendations to the BoCC on work products generated by the GMSC. The GMSC will invite participation and involvement from other community partners, interested parties, and stakeholders, including but not limited to local special purpose districts (e.g., fire, school), federally recognized Indian tribes, non-profit organizations, and private industry groups.

Section 5. **Meetings.** The GMSC Regular Meetings will be held periodically until required work for the 2025 Comprehensive Plan Periodic Review is completed for the county and city, or until such time as the BoCC chooses to release the committee from its advisory responsibilities. The GMSC will make efforts to meet in various locations in the county to enhance public awareness and participation.

[APPROVAL SIGNATURES ARE ON FOLLOWING PAGE]

APPROVED and ADOPTED this _____ day of _____, 2024.

JEFFERSON COUNTY BOARD OF
COMMISSIONERS

Kate Dean, Chair

Greg Brotherton, Member

Heidi Eisenhour, Member

SEAL:

ATTEST:

Carolyn Gallaway, CMC Date
Clerk of the Board

Approved as to form only:

Barbara D. Ehrlichman Date
Civil Deputy Prosecuting Attorney