



CITY OF
Vancouver
WASHINGTON

2024 Retreat

Planning Commission

City Staff and Planning Commissioners
Community Development Department
January 30, 2024



Agenda

- Welcome and Introductions
- Citywide Updates
- Comprehensive Plan Update
- Procedures and Rules
- Discussion



Introductions

Commissioners & Staff

- Name
- Role
- Interest in the Planning Commission



Citywide Updates

Eric Holmes, City Manager



Comprehensive Plan Update

**Rebecca Kennedy,
Deputy Director**

**Domenique Martinelli,
Senior Planner**

**Bryan Snodgrass,
Principal Planner**



How has our community changed since 2010?

↑ 18%

Population increase

↑ 64%

Communities of color increase

↑ 34%

Median income increase

↑ 174%

Average home value increase



Get to know your neighbors!

39 years old

is the median age of Vancouver's population

29%

of residents age 25+ hold a bachelors degree or higher

10%

of residents live with a disability

11%

of adults in Vancouver identify as LGBTQ

20%

Speak a language other than English at home



How does everyone get around?

47,679 residents

live within .25 miles of the Mill Plain BRT and the Vine BRT

14.5 miles

the average amount a person travels daily

2%

walk to work

10%

carpool to work



What is there to do outside?

1,600 acres

is the amount of parks - over 90 parks in the City

20 miles

of trails for walkers, runners, bicyclists, and others to enjoy



Our Vancouver Comprehensive Plan Update

Where we've been

- Early 2022: project initiation and scoping work with Council and internal team
- Late 2022: Council approved consultant contract for planning services
- Feb. 2023: Council approves project charter for Plan update
- March 2023: City Council / Planning Commission joint workshop on equity within the Comprehensive Plan
- June – Oct. 2023: Council review of Plan Goals, Equity and Community Partnership Frameworks
- Nov. 2023: Planning Commission review of Plan Goals Framework
- Dec. 2023: Council review and endorsement of Plan Goals, Equity and Community Partnership Frameworks
- May – Dec. 2023: Project team attends 17+ public events educating and informing on Plan update process



Our Vancouver Comprehensive Plan Update

Where we've been

- Convened Community Partners- group of community members with intersectional identities representing historically excluded and underserved communities
 - Meet monthly; 9 times over the course of the project thus far; goal of co-creation with this group
- Convened Community Working Groups (CWGs) and Technical Working Groups (TWGs): Capital Facilities, Climate/Environment, Economic Opportunity, Housing, Parks, Transportation
- Specific work to engage youth in planning process
- Specific work to engage community-based organizations in planning process



Our Vancouver Comprehensive Plan Update

Where we are now

Council endorsed Goals, Equity and Community Partnership Frameworks- articulates how we will do this work and the long-term outcomes we are working toward, including the Plan vision below:

“Vancouver is an equitable and prosperous community, which ensures that all residents, businesses and organizations benefit from the growth and advancement we make together. Vancouver will be recognized for our quality of life, as evidenced by affordable housing in vibrant, safe and walkable neighborhoods, access to jobs and economic opportunity for all, and resilience to the impacts of climate change.”

Our Vancouver Comprehensive Plan Update

Process to get to a preferred land use alternative

- Inputs that go into every alternative
 - Draft chapter vision statements co-created with Community Partners
 - Growth Projections: population, housing and jobs forecasts
 - Land Use: Vacant and Buildable Lands, 15-Minute Neighborhoods, parks
 - Equity and Inclusion: Equity Index, Displacement Risk Assessment tool
 - Community Feel: community partner input, community engagement, survey data
 - Climate, Environment, Community Health and Resilience: Health Sensitivity to Climate Index, Climate Exposure Index
 - Transportation: Enhanced Transit Corridors, priority modal networks, Regional Transportation Plan (RTP), EV charging stations
 - Infrastructure: utility location/capacity, existing and needed public facilities



NOVEMBER - FEBRUARY

FEBRUARY - APRIL

MAY - JUNE

JUNE

JULY

Data Collection

 Collect baseline data and community/ Equity Team input

Vision Statements
Equity Team Workshops
Informed by community feedback

Equity Outcomes
Developed by Equity Team
Included in Equity Framework

Existing Conditions Analyses
Equity Team Review and Input
Housing, Economic Development, Parks, Climate, Public Facilities, Transportation, Equity and Displacement Risk

Assumptions

 Develop assumptions that will be used to inform the development of land use alternatives

Equity Team Review and Input

Population and job forecasts
Redevelopment potential of existing land
Building typologies and development standards
Height, Setbacks, Parking, etc.
Components of a 15-minute neighborhood
Establish evaluation criteria
Equity Framework, Climate Action Framework, Vision Statements, etc.

Land Use Alternatives Workshops

 Interactive workshops to identify how the city will grow

Equity Team Workshop

February
Community Engagement Liaison (CEL) Outreach
March - April

Community Workshops
March - April
• General public
• Community-based organizations
• Business associations and groups

Planning Commission and City Council joint workshop
April


Prepare 3 Land Use Alternatives

 Collect baseline data and community/Equity Team input

Equity Team Workshops

Planning Commission and City Council Workshops

Evaluate Land Use Alternatives


 Compare alternatives and determine how well each will meet the evaluation criteria established during the assumption development process.

Equity Team review and input

Planning Commission and City Council workshops
Community review and input
• Be Heard Survey
• CEL outreach
• Community and business organization presentations

Policy Development and Environmental Review

Prepare and Refine Preferred Land Use Alternatives

 Prepare a preferred land use alternatives based on input received on 3 alternatives.

Equity Team review and Refinement

Planning Commission and City Council review and refinement
Community review and refinement
• Be Heard Survey
• CEL outreach
• Community and business organization presentations

Comprehensive Plan Update

Key PC Dates for getting to a preferred land use alternative

- 2/13 PC WS: methods and assumptions
- 4/1 Joint CC/PC WS: Place types and alternatives activity
- 4/9 PC WS: Additional discussion on place types and alternatives development process
- 5/14 PC WS: Initial review three (3) draft land use alternatives
- 6/11 PC WS: Additional review of three (3) draft land use alternatives
- 7/9 PC WS: Review preferred alternative



Comprehensive Plan Update

2024-2025 pause on Annual Reviews and Council filter for text/map changes that may still move forward

- Remaining tasks identified at year end 2023 – Code changes to comply with HB 1337 allowing two ADUs per lot, implementing Section 30 code changes
- Other Comprehensive Plan or zoning map or text changes that:
 - Advance previously identified plans, policies or projects
 - Facilitate housing, particularly affordable housing
 - Avoid preventable sub-optimal outcomes
 - Ensure predictability and clarity in the development process (minor code changes)



Procedures and Rules

Becky Rude, Assistant City Attorney

Rebecca Kennedy, Deputy Director

Chair Patrick Adigweme

Vice Chair Zach Pyle





CITY OF
Vancouver
WASHINGTON

Open Government Laws & OPMA Training

Becky Rude

Assistant City Attorney

City Attorney's Office

January 30, 2024

Washington Open Government Laws



Appearance of Fairness Doctrine

Chapter 42.36 RCW



Code of Ethics

RCW 42.23.070



Open Public Meetings Act

Chapter 42.30 RCW



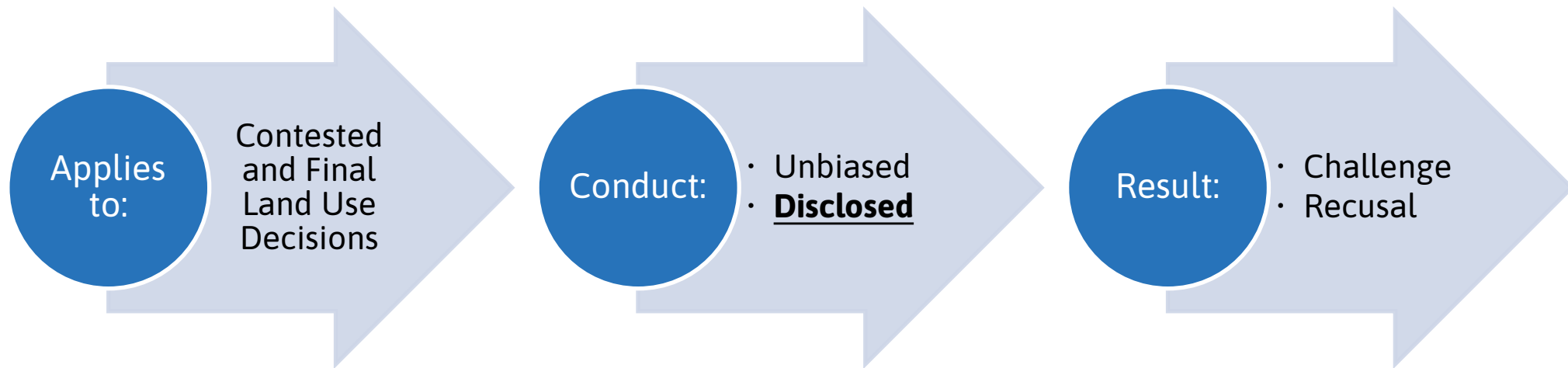
Public Records Act

Chapter 42.56 RCW



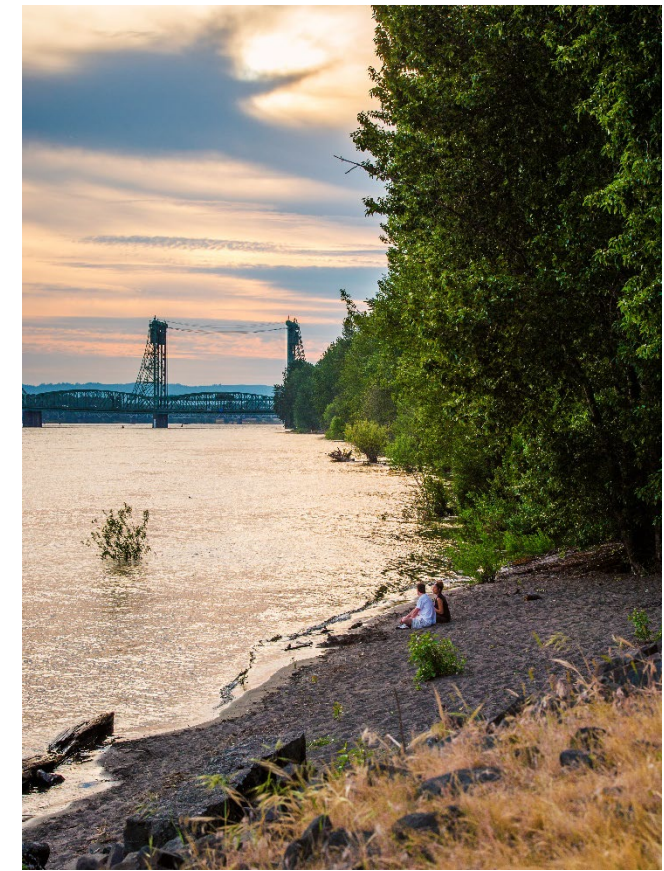
Appearance of Fairness Doctrine

Chapter 42.36 RCW



Quasi-Judicial Acts

- Site-specific rezones
- Conditional uses and variances
- Subdivision plat approvals
- Land use permits
- Final determinations on SEPA appeals
- Discrete zoning changes affecting specific parties



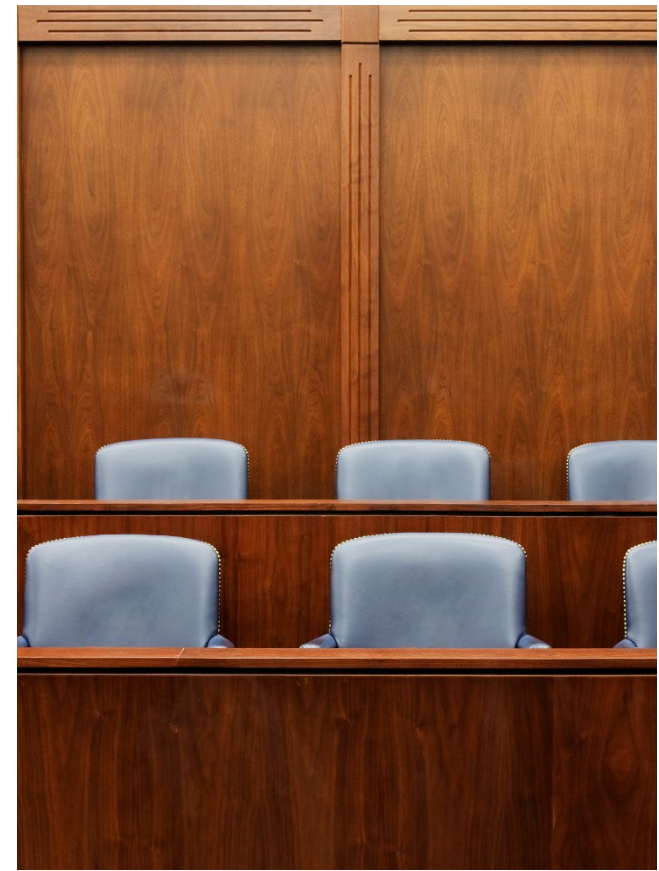
Prohibitions and Exceptions

Ex Parte Communications

- Discussions of a pending matter outside formal proceedings

Doctrine of Necessity

- Member required for quorum may participate *if* timely disclosed





Code of Ethics – Conflicts of Interest Prohibited Acts

- Use of position to secure privileges or receive outside compensation
- Engaging in activity that would induce disclosure of confidential information
- Disclosing confidential information



Conflicts of Interest – Personal Liability

Penalties for Violating Statutory Code of Ethics (RCW 42.23.050)

- \$500 civil penalty; liable to municipality
- Other civil or criminal liability or penalty as may otherwise be imposed upon the municipal officer by law
- May require forfeiture of office





Open Public Meetings Act

Chapter 42.30 RCW

- Purpose of OPMA
- Definitions
- Training Requirement
- Best Practices





Open Public Meetings Act

- Purpose: Conduct public business openly
- Intent: Invite and incorporate public comment
- Applicability: Public agency governing body meetings

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OPMA Requirements

Chapter 42.30 RCW

90 Days

Newly appointed members must complete OPMA training

Four Years

Members must renew training

Meeting

Governing body conducting official business

Notice

Advance public notice of time, place, and agenda required

Open

Meetings must be open and accessible to everyone

Quorum

Majority of members present; intent to conduct business

Business

Discussion, deliberation, receipt of public testimony, evaluation, or voting

No Secrets

Secret ballots not allowed





OPMA Risks & Tips

- Avoid creating “serial” meetings
- Exceptions to OPMA exist, but are limited
- Violations void any action taken
- Members may incur financial penalties
- Establish communication best practices



Public Records Act

Chapter 42.56 RCW

Protects and promotes the public interest in, and insistence on, remaining fully informed





What is a public record?

- Any “writing”
- Containing information relating to the conduct of government
- Prepared, owned, used, or retained by any state or local agency
- Regardless of physical form



What is a public record writing?

RCW 42.56.010(4)

Handwriting

Typewriting

Printing

Photostating

Photographing

Papers

Maps

Tapes

Pictures

Film and Video

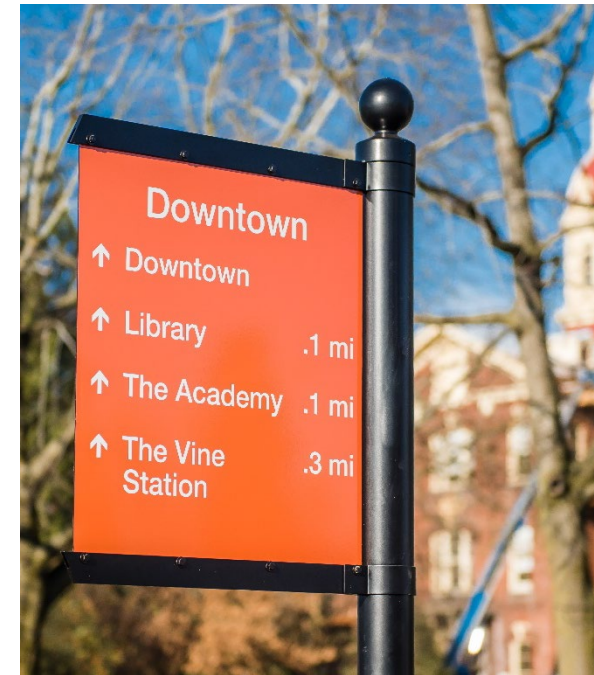
Recordings

Any Form of
Communication



PRA Requirements

- Records must be made available
- No prescribed format for valid request
- Response may seek clarification but must be quick – five business days
- Limited exceptions for redacting or withholding





PRA Risks

- Burden on agency to prove exemption
- Violations incur monetary penalties
- Personal platforms can become public records if used for public business
- “If you don’t want to read it on the front page of the paper . . .”





OPMA Resources

- [Open Public Meetings Act](#)
- [MRSC OPMA FAQs](#)
- [MRSC OPMA eBook](#)
- [MRSC OPMA Practice Tips and Checklists](#)



Questions & Discussion



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Agenda Items

Context vs. action

- Key Policy Documents = Context
 - 2023-2029 Strategic Plan
 - Climate Action Framework / Climate Adaptation Plan
 - Housing Action Plan
 - Parks, Recreation and Cultural Services Comprehensive Plan
 - 2024-2044 Transportation System Plan
 - Urban Forestry Management Plan
- Changes to the Comprehensive Plan and VMC Title 20, Mixed Use Master Plans over 25 acres, any Master Plan in RGX and ECX Plan Districts = Action informed by context



Working Together

Commission and staff work as partners in delivering well reasoned recommendations to the City Council

- Staff post materials in advance to allow plenty of review time
- Staff are available in advance to provide detailed information as needed
- Staff manage schedule to most efficiently use Commissioner time
- Commissioners prepare in advance: materials, site visits, communicate with staff about additional information that may be needed
- Commissioners notify staff when they will be late or absent to the extent possible (we know life happens!); also notify if they need to be virtual
- Workshops are intended to familiarize Commissioners with project/issue and provide time for feedback/questions/discussion
- Public Hearings are intended for final review and decision making



Discussion



Thank You



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www.beheardvancouver.us/plan2045

