

Appendix E: Supplemental Public Participation Plan

Comprehensive Plan Update

Introduction

In 2018, the Pasco Planning Commission adopted Resolution 2018-001 establishing the public participation process to be used for the 2018 Comprehensive Plan Update. Per RCW 36.70A.130 (2)(a), the law requires the City to establish and broadly disseminate to the public a public participation plan or program that establishes procedures and schedule for the Comprehensive Plan Update process.

This supplemental Public Participation Plan is an extension of Resolution 2018-001.

Work Program for Comprehensive Plan Update

The following tasks were identified for the 2018 Comprehensive Plan Update process:

October 2018: Environmental Impact Statement – Scoping Notice

The City of Pasco, during the update of the Comprehensive Plan issued a Determination of Significance and Scoping Notice in October 2018. The notice proposed three alternatives of the Urban Growth Area (boundary) based on forecasted growth assumptions.

The three proposed alternatives:

- Alternative #1: No Action
- Alternative #2: Traditional Growth Target
- Alternative #3: Compact Growth Target

The results of the analysis are included within the Comprehensive Plan’s Environmental Impact Statement. The City of Pasco served as the lead agency and received over thirty comments from the public, local, regional and state agencies.

Updated Schedule

Date	Item
October 2018	EIS Scoping Notice Issued
January 2019 – May 2020	Environmental Impact Statement and Analysis
June 2019 – December 2019	Comprehensive Plan Elements review with Planning Commission (Workshop)
January 2020 – April 2020	Draft any changes needed to Plan Elements
April 2020 – July 2020	Planning Commission Workshops and Public Hearings
July 2020 – August 2020	Final Council Actions/Ordinances Adopting Update

How to Provide Comments

Comments are welcome throughout the update process.

Written comments may be submitted by mail or email to the following:

Pasco Planning Department
PO BOX 293
Pasco, Washington 99301

gonzalezjb@pasco-wa.gov

Notification and Dissemination of Information

Appropriate notification of all public hearings will be published in the Tri-City Herald. Additional news and press releases announcing hearing times, dates and location may be provided to local media per City of Pasco's communication requirements. Notices and meeting agendas to be published on the City website.

Appendix E – Public Participation

RCW 36.70A.110 (1)

Mandatory GMA Provision

PUBLIC PARTICIPATION PLAN City of Pasco 2018 Comprehensive Plan

1. INTRODUCTION

In 2018 Pasco will update its Comprehensive Plan and Development Regulations to ensure consistency with the State Growth Management Act (RCW 36.70A). Periodic review and update of the City’s Comprehensive Plan and Development Regulations is necessary to reflect current law, local needs, new data, correct errors, and or clarify intent. The update is required to be completed by June 30, 2018.

This document provides the procedural framework for involving residents within the Pasco Urban Growth Boundary and the public in general in efforts to update the Comprehensive Plan and Development Regulations as mandated by the State Growth Management Act (GMA) in RCW 36.70A.130 (4).

This public participation plan is intended to:

- Establish a clear public involvement process that provides information to the public on the Comprehensive Plan update process;
- Include broad public participation from interested agencies, organizations, groups and individuals;
- Establish public meetings for the purpose of sharing information on the Comprehensive Plan update process and receiving comments, ideas, and public suggestions related thereto;
- Establish a process, if needed, for public involvement for individuals or groups that may have scheduling conflicts with established public meeting times;
- Schedule public meetings in west, central and east Pasco to achieve convenient opportunities for public involvement in the update process, and:
- Ensure public documents and information are available

1.10 What is the Comprehensive Plan?

Pasco's Comprehensive Plan is an expression of community goals and desires formalized in a document adopted by the City Council. The Comprehensive Plan contains various goals and policies along with supporting information necessary to guide decision making related to the general health, welfare, safety and quality of life of current and future Pasco residents. The fundamental purpose of the Plan is to manage urban growth and land use within the Urban Growth Boundary.

1.20 What are development regulations?

Development Regulations include zoning and subdivision regulations, master shorelines regulations, critical lands regulations and any other set of regulations designed to protect the general health, safety and welfare of the community while regulating land use. Development regulations are used to implement the goals and policies of the Comprehensive Plan.

2. SCOPE OF REVIEW

The following vision statement that was included in the 2008 Comprehensive Plan will continued to be used to guide the 2018 update process. The vision statement is highlighted below.

Pasco Vision for 2038

Located along the north shore of the Columbia River, Pasco is the major service center for the ever expanding agricultural industrial region of the Columbia Basin. Our City contains tree lined streets with well-maintained and identifiable neighborhoods interspersed with neighborhood parks and schools. The City's infrastructure reflects good planning and public stewardship by being well maintained and providing acceptable levels of services. Fire stations and police mini-stations are optimally located throughout the community to provide exceptional and proactive public safety.

City government activity participates with the Port of Pasco and regional economic development agencies to expand employment opportunities as well as the tax base necessary to support needed community services. Our retail and commercial service centers are attractive and inviting areas clustered near intersections of major arterial streets.

Pasco is the multi-modal hub of southeastern Washington with flourishing industrial development along key transportation nodes including rail, air, barge, truck and pipelines.

All residents of the city are afforded access to the Columbia River. Pasco is oriented toward and connected with the River through parks, pathways, bikeways, boats launches and docks.

The following Elements of the Comprehensive Plan, Background Information and Development Regulations will be reviewed under the 2018 Comprehensive Plan Review and Update:

1. General and Administrative Goals
2. Land Use Element
3. Housing Element
4. Capital Facilities Element and Program
5. Utilities & Community Facilities Element
6. Transportation Element and Program
7. Open Space
8. Public Services
9. Critical Areas/Shorelines
10. OFM Population Projections
11. Urban Growth Boundary
12. Development regulations such as zoning and subdivision
13. Other items as may be required to meet the intent of the Growth Management Act

3. WORK PROGRAM FOR THE 2018 COMPREHENSIVE PLAN UPDATE

The Comprehensive Plan Compliance Review and Update Program will result in:

1. An update of the Comprehensive Plan for consistency with the GMA; and,
2. Revised development regulations as needed for compliance with GMA and to improve their consistency with the Plan.

4. UPDATE SCHEDULE

The Compliance Review Update schedule will consist of phases generally following the outline below:

PHASE	Date Completed
I. Review GMA Regulations Comprehensive Plan and Development Regulations to identify inconsistencies	Jan-March 2018
II. Review background and supporting information contained in the Comprehensive Plan	Jan- March 2018
III. Review goals and policies of the various Plan Elements.	Jan - March 2018
IV. Draft any needed changes to the Plan Elements	April - May 2018
V. Draft any needed changes to the Development Regulations	April - May 2018

V. Review Land Use Map	April 2018
VI. Planning Commission Workshops & Public Hearings	Dec 2017-May 2018
V. Final legislative action: City Council Ordinance adopting updates and revisions as needed	June 2018

5. PUBLIC PARTICIPATION

RCW 36.70A.130 (2) (a) requires local governments to establish a public participation program for the review and update of comprehensive plans and development regulations. In establishing a public participation program the City of Pasco must ensure the following:

- 1) That notice of the update process is broadly and effectively disseminated (RCW 36.70A.035).
- 2) That the notice identifies the procedures and schedules by which updates will be considered.
- 3) That the program provides for early and continuous public participation (RCW 36.70A.140).

The goal of this public participation plan is to provide the public with timely information and opportunities to review and comment on proposed updates and revisions to the plan and regulations before they are made. To that end the City of Pasco will encourage contact and involvement from and with the following groups:

- The general public
- Property owners
- The City Council and Planning Commission
- Franklin County Commission and Planning Commission
- Local, state and federal agencies with interest in Pasco
- Business organization and other non-governmental groups
- Tribes
- Utility and transportation providers
- Media

The City of Pasco will communicate with the public throughout the duration of the Comprehensive Plan update process to ensure the broad groups listed above are provided information and have opportunities to participate in the update process. Communications may include the following:

Press Releases: The City’s Communications Manager will issue periodic press releases throughout the update process to inform the public of mile stones in the update process.

Mailings and Public Notices: Notices of meetings and hearings and or other events will be posted on the City’s Website, posted on City’s main Bulletin Board at the City Hall and published in the Tri-City Herald. Notices will also be mailed to each dwelling unit and business within the City’s water service area with the monthly utility bills. Efforts will be made to provide notices in English and Spanish.

Website Postings: All notices of meetings and hearings and agendas’ will be posted on the City’s Website (www.pasco-wa.gov). All maps, documents, reports and update information will be available on the Website. Information on the Website will be updated as information becomes available.

Comment Forms: Comment forms will be available at the City Hall and on the Website.

Written Comments: The City will accept written comments throughout the duration of the update process. Comments may be submitted by letter, in person or by email. Email addresses for comments sent electronically can be found under Section 9 below.

6. HOW CAN CITIZENS GET INVOLVED?

Opportunities for public involvement will be provided throughout the 2018 Comprehensive Plan and Development Regulation update process. Residents are encouraged to actively participate in the project by attending public meetings, workshops, and hearings of the Planning Commission and City Council, visiting the City’s website (www.pasco-wa.gov) or by contacting planning staff.

The City will use a variety of methods to inform the public about public meetings, availability of planning documents and reports, and important milestones related to the Update process including, but not limited to the following:

6.1 City Council Meetings:

The Pasco City Council meets in regular session on the first and third Mondays of each month. Council workshops are held on the second and fourth Mondays. All meetings are held at 7:00 pm in the City Council Chambers at 525 North Third Ave. in Pasco

6.2 Planning Commission Meetings:

The Planning Commission is the responsible citizen board that advises the City Council on

Comprehensive Plan and land use issues. Accordingly, the Planning Commission will be the primary source of public involvement in guiding the 2018 Review and Update Program. The Planning Commission meets the third Thursday of every month at 7:00 pm in the City Council Chambers at 525 North Third Avenue in Pasco.

6.3 Public Meetings:

In addition to the City Council and Planning Commission's meetings and hearings, the Planning Staff will conduct public meetings around the community to receive public comment on Comprehensive Plan issues. These public meetings will be scheduled for the following locations:

- West Pasco Mid-Columbia Library (Wrigley & Rd 76)
- Kurtzman Park Community Mini-Station (333 S Wehe Ave)
- City Hall (525 N 3rd Ave.)

6.4 Public Hearings:

All public hearings scheduled before the Planning Commission and City Council will be held in the City Council Chambers following public notification. All such meetings will be broadcast live on Public Access channel 191 through Charter Cable. Public notice of all hearings will be published in the Tri-City Herald and on the City's Web page. The notice shall give the date, time, location and purpose of the hearing.

6.5 Additional Public Involvement Methods:

In addition to the procedures described above, the City of Pasco may utilize one or more of the following to increase public involvement in the update process:

- Additional meetings: The City may elect to hold additional meetings as needed to provide information and or to receive comments from the public.
- Information Bulletins: The City may prepare short informational bulletins (fact sheets) to disseminate information to the public.
- Access to Planning Staff: City staff will be available to provide information and answer questions throughout the update process. Planning Staff can be reach at City Hall. Contact information is provided under Section 9 below.

7. WRITTEN COMMENTS

Written comments are welcome throughout the update process. Written comments may be submitted by mail, fax or email to: Pasco Planning Department, P.O. Box 293, Pasco, WA 99301, Fax: (509) 545-3499, Email: mcdonaldd@pasco-wa.gov or adamsj@pasco-wa.gov

8. NOTIFICATION AND DISSEMINATION OF INFORMATION

Proper notification of all meetings and hearings will be published in the Tri-City Herald. Additionally news releases announcing public meeting and hearing times, dates and locations will be provided to the local media including, but not limited to: Tri-City Herald, local television and radio stations, and those who request to be notified. Notices will also be posted on the City's Website and on the main bulletin Board at the City Hall. Meeting agendas will be available on the City's Website at www.pasco-wa.gov

9. WHO CAN I CONTACT FOR MORE INFORMATION ?

For more information, please contact the Pasco Planning Office:

Dave McDonald, City Planner mcdonaldd@pasco-wa.gov

Jeff Adams, Associate Planner [adamsj@ pasco-wa.gov](mailto:adamsj@pasco-wa.gov)

509-545-3441

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