

**GRANDVIEW PLANNING COMMISSION  
MEETING AGENDA  
WEDNESDAY, AUGUST 31, 2016**

City's website: [www.grandview.wa.us](http://www.grandview.wa.us)



**REGULAR MEETING – 6:00 PM**

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1. **CALL TO ORDER & ROLL CALL**
2. **MINUTE APPROVAL**
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3. **ACTIVE AGENDA**
  - A. Growth Management Act Update
    - Staff Report 4-6
    - SEPA Review (DOE Response) 7-8
    - Department of Commerce 60-Day Review (DOC Response) 9-10
    - Development Regulations (available on City's website home page) (1-9)
    - Critical Areas Ordinance (available on City's website home page) (I-1 – VII-4)
    - Draft Comprehensive Plan Update (available on City's website home page) (1-1 – 7-7)
4. **UNFINISHED AND NEW BUSINESS**
5. **REPORTS**
6. **ADJOURNMENT**

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**GRANDVIEW PLANNING COMMISSION  
REGULAR MEETING MINUTES  
APRIL 27, 2016**

**1. CALL TO ORDER**

Commissioner Don Olmstead, Jr., called the meeting to order at 6:00 p.m., in the Council Chambers at City Hall.

Planning Commissioners present were: Dale Burgeson, Lois Chilton, Kathy Gonzalez, Jan McDonald and Don Olmstead Jr.

Staff present were: City Clerk/Secretary Anita Palacios and Senior Planner Shawn Conrad with the Yakima Valley Conference of Governments.

**2. MINUTE APPROVAL – REGULAR MEETING**

**On motion by Commissioner Burgeson, second by Commissioner McDonald, the Commission approved the January 27, 2016 regular meeting minutes.**

**3. ACTIVE AGENDA**

**A. Comprehensive Plan Update – Development Regulations, Critical Areas Ordinance, Physical Character Element, Land Use Element, Capital Facilities Element, and Housing Element**

Background

The Growth Management Act (GMA) requires fully planning jurisdictions to review and update their comprehensive plans, development regulations, and critical areas ordinance (CAO), every eight years as established by RCW 36.70A.130(5)(c). Grandview's next GMA periodic update was due June 30, 2017. After this date, without a completed update, Grandview would be unable to access Washington State road and water/wastewater infrastructure grants and loans.

As part of the GMA periodic update process, staff was reviewing and updating the current City of Grandview development regulations and Critical Areas Ordinance. In addition, staff completed revisions to several Comprehensive Plan chapters previously reviewed by the Planning Commission.

Development Regulations Review

Grandview development regulations were reviewed to identify any revisions needed to maintain compliance with Growth Management Act provisions. Revisions were proposed for the following Grandview Municipal Code (GMC) Chapters: Title 14 Administration of Development Regulations, Title 16 Subdivisions, and Title 17 Zoning. Proposed revisions to the following were intended to ensure that Grandview development regulations were in compliance with the following GMA requirements:

- Transportation concurrency
- Subdivision written findings
- Final plat approval timeline
- Avoiding unconstitutional taking of private property
- Permitting family day care centers in all areas zoned residential or commercial

- Updating definitions to reflect the above

#### Critical Areas Ordinance Review

The current Grandview Critical Areas Ordinance (CAO), GMC Chapter 18.06, was adopted June 12, 2012 as part of the City's previous GMA periodic update. As part of the current update, the CAO was reviewed and updates proposed. Most of the proposed updates related to aligning the CAO with current guidance regarding critical areas, and providing clarification. Major proposed revisions included:

- Adding or modifying definitions for clarification
- Updating wetlands performance standards and classification to align with current guidance
- Updating definitions for fish and wildlife habitat conservation areas to align with current guidance
- Designating the Byron Unit of the Sunnyside-Snake River Wildlife Area a fish and wildlife habitat conservation area

#### Comprehensive Plan Revisions

Staff completed revisions to the following chapters of the Comprehensive Plan, previously reviewed by Planning Commission. The chapters and major revisions included:

- Chapter 1 – Physical Character Element
  - Maps updated to include updated UGA, city, and parcel boundaries
  - Revised Hydrology and Wetlands Map to make Type 4 stream more visible
  - Part II. Existing Conditions – Air Quality, revised Particulate Matter discussion for clarification
  - Goals and Policies – adopting Shoreline Master Programs goals and policies by reference
- Chapter 2 – Land Use Element
  - Part II. Urban Growth Area – updated UGA boundary discussion
  - Part III. Existing Conditions – corrections/revisions to “Inventory of Land Uses within the City of Grandview” and Table 2-1
  - Revised parks acreages for consistency with City of Grandview Comprehensive Parks, Recreation and Open Space Plan 2015-2020
  - Part IV. Analysis/Forecasts – corrections to “Comparison of Additional Land Requirements to Future Land Use Designations” and Table 2-9
  - Maps updated to include updated UGA, city, and parcel boundaries
  - Part V. Future Land Use – added densities in corresponding zone designations
- Chapter 3 – Capital Facilities Element
  - VIII. Public Education Facilities, page 2-19 - added discussion of YVCC available degrees
- Chapter 5 – Housing Element
  - Revision to Policy 1.1, Objective 1
  - Maps updated to include updated UGA, city, and parcel boundaries

Next Steps

After review of the above by the Planning Commission, staff would complete the following processes:

- SEPA review
- Submittal to Department of Commerce for 60-day review
- Transportation Element Certification by Regional Transportation Planning Organization (YVCOG)

After these steps were completed, the drafts would be reviewed by Planning Commission again with any revisions resulting from the review processes incorporated. At that time, staff would ask the Planning Commission for a recommendation to City Council on all parts of the GMA Periodic Update.

Public Hearing

No decisions shall be made by the City Council on the recommendations for amendment until after the initial sixty (60) day State comment and review period expired. Once all Comprehensive Plan elements were recommended to the City Council by the Planning Commission, a public hearing before the City Council would be held on all elements of the Comprehensive Plan together to consider the cumulative effect of the entire Comprehensive Plan. Notice of the hearing and the nature of the proposed change shall be given by publication in the official newspaper of the City at least 10 days prior to the date of the hearing.

Findings & Conclusions

1. The proposed development regulations, Critical Areas Ordinance, and revisions to the City of Grandview Comprehensive Plan were in keeping with the requirements of the GMA and the City of Grandview's policies.
2. The public use and interest would be served.
3. State Environmental Policy Act (SEPA) review would be conducted prior to Grandview City Council adoption of GMA updates.

Recommendation

None – review and discussion only.

4. **UNFINISHED AND NEW BUSINESS** – None
5. **REPORTS** – None
6. **ADJOURNMENT**

The meeting adjourned at 6:40 p.m.

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Commissioner Don Olmstead, Jr.

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Anita Palacios, City Clerk

## STAFF REPORT

**TO:** Planning Commission, City of Grandview  
**FROM:** Shawn Conrad, Senior Planner, Yakima Valley Conference of Governments  
**DATE:** August 24, 2016  
**SUBJECT:** GMA update: Development regulations, Critical Areas Ordinance, and Comprehensive Plan updates

### **ACTION**

**REQUESTED:** Recommendation to City Council for approval as presented

### **Background**

The Growth Management Act (GMA) requires fully planning jurisdictions to review and update their comprehensive plans, development regulations, and critical areas ordinance (CAO), every eight years as established by RCW 36.70A.130(5)(c). Grandview's next GMA periodic update is due June 30, 2017. After this date, without a completed update, Grandview will be unable to access Washington State road and water/wastewater infrastructure grants and loans.

Staff and Planning Commission have reviewed proposed updates to the Comprehensive Plan, development regulations, and critical areas ordinance as part of the City's GMA Update, during public meetings held on May 27, 2015; June 24, 2015; August 26, 2015; October 28, 2015; January 27, 2016; and April 27, 2016.

All of the GMA update elements mutually complement one another. The Comprehensive Plan establishes the community's desirable character and physical pattern of growth and preservation during the next 20 years. The development regulations update provides land use regulations that implement the Comprehensive Plan; as part of the development regulations, the Critical Areas Ordinance provides environmental protection during development review processes.

### **SEPA Review**

The City of Grandview distributed a Notice of Application and Determination of Non-Significance, the proposal, and a SEPA checklist on May 19, 2016, using the optional DNS process authorized by WAC 197-11-355. The comment period ended on June 2, 2016. One comment letter was received from the Department of Ecology regarding the Critical Areas Ordinance update. Ecology's comments related to definitions and the role of the Administrative Official. Revisions contained in the current Critical Areas Ordinance draft reflect these comments.

### **Department of Commerce 60-Day Review**

The City of Grandview submitted the proposal and a Notice of Intent to Adopt Amendment to the Department of Commerce on May 19, 2016. Grandview received a letter from Commerce acknowledging receipt of the materials on May 19, 2016, with Material ID # 22424.

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Grandview received a comment letter from Department of Commerce on July 13, 2016. Comments related to the Comprehensive Plan update, specifically:

- The timeframe of the 20-year planning period used for Grandview's analysis associated with land and housing needs and their consistency with Yakima County.
- The timeframe of the six-year capital facilities plan.
- The timeframe of the capital facilities information presented from facility plans such as the 2015 Grandview Water System Plan and the 2009 General Sewer Plan.

After consideration of these comments, Grandview staff elected to retain the Comprehensive Plan as submitted to Department of Commerce.

### **Transportation Element Certification**

YVCOG, as the lead agency for the Metropolitan Transportation Organization (MPO) and the Regional Transportation Planning Organization (RTPO) for Yakima County, is required to certify transportation elements under GMA to ensure that they are consistent with the Yakima Valley Metropolitan and Regional Transportation Plan 2012-2040 (MRTP) and GMA requirements.

After review of the City of Grandview's Transportation Element, YVCOG determined that it is consistent with the MRTP and the GMA, as follows:

- The plan was submitted for consideration on May 19, 2016 and reviewed by YVCOG Staff.
- The MPO/RTPO Technical Advisory Committee reviewed the completed Transportation Element Review Checklist on June 9, 2016 and recommended approval to the MPO/RTPO Policy Board.
- The Policy Board considered the recommendation of the Technical Advisory Committee on June 20, 2016 and approved the City of Grandview's Transportation Element.
- A formal Transportation Element Consistency Certification Report was signed by YVCOG's Executive Director on June 21, 2016.

### **Public Hearing**

No decisions shall be made by the City Council on the recommendations for amendment until after the initial sixty (60) day State comment and review period has expired. Once all Comprehensive Plan elements are recommended to the City Council by the Planning Commission, a public hearing before the City Council will be held on all elements of the Comprehensive Plan together to consider the cumulative effect of the entire Comprehensive Plan. Notice of the hearing and the nature of the proposed change shall be given by publication in the official newspaper of the City at least 10 days prior to the date of the hearing.

### **Findings & Conclusions**

1. The proposed revisions to the Grandview development regulations, Critical Areas Ordinance, and Comprehensive Plan are in keeping with the requirements of the GMA and the City of Grandview's policies.

2. The public use and interest will be served.
3. State Environmental Policy Act (SEPA) review, Washington State Department of Commerce 60-day Review, and RTPO certification of the Transportation Element have been completed.

### **Recommendation**

The Yakima Valley Conference of Governments, acting as staff for the City of Grandview, recommends that the Grandview Planning Commission recommend approval of the development regulations, Critical Areas Ordinance, and Comprehensive Plan updates to the Grandview City Council, as presented.



STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY  
1250 W Alder St • Union Gap, WA 98903-0009 • (509) 575-2490

June 3, 2016

Cus Arteaga  
City of Grandview  
207 W. 2<sup>nd</sup> Street  
Grandview, WA 98930

Re: City of Grandview GMA Periodic Update

Dear Mr. Arteaga:

Thank you for the opportunity to comment on the determination of nonsignificance for the City of Grandview GMA Periodic Update. We have reviewed the documents and have the following comments.

#### **SHORELANDS/ENVIRONMENTAL ASSISTANCE**

Thank you for extending your comment period so that we could review your draft CAO document (dated April 2016). Our review is focused primarily on wetland issues, as that is the expertise of our SEA program reviewer.

**Grandview Comprehensive Plan Update Draft Physical Character Element (May 2016):** Section III references Figure 1-7, which identifies Category 1, 2 and 3 wetlands inside City limits and Category 2 and 3 wetlands in the unincorporated UGA. It would be useful to include a reference to the original document/report in which the ratings of those wetlands was done. The figure was generated by the Yakima Valley Conference of Governments (March 2016). Did they also do the wetland ratings? (On page 1-21, there is a reference to the Grandview 2012 CAO, were the wetlands rated as a part of that CAO adoption?)

**Draft Critical Area Ordinance (April 2016):** This is one of the best draft City CAO documents that this reviewer has reviewed in a while. The draft ordinance language reflects "best available science" and will be protective of wetlands within your jurisdiction. There are a few minor changes that we would recommend you make in order to make your document consistent with updated citations or to clarify understanding:

Page 1-7 "**Hydric Soil**" definition: This definition contains reference to the previous delineation manual (Washington State Wetland Identification and Delineation Manual) that Ecology used. Elsewhere in your draft ordinance, you do cite WAC 173-22-035, which has been updated to reflect use of the currently approved federal manual and supplements, which became effective on March 14, 2011. We suggest that you change the reference in the "Hydric Soil" definition to simply refer to WAC 173-22-035.



Mr. Arteaga  
June 3, 2016  
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The Growth Management Act states that “wetlands regulated under development regulations adopted pursuant to this chapter shall be delineated in accordance with the manual adopted by the department pursuant to RCW 90.58.380.” RCW 90.58.380 allows the Department of Ecology to adopt rules that incorporate changes to the manual. Therefore, the currently approved federal manual and supplements should be used for delineating wetlands in GMA jurisdiction. See:  
<http://www.ecy.wa.gov/programs/sca/wetlands/delineation.html>.

On page 1-11 “wetland classes...” This definition is correct. However, **the term “wetland category” should be added to the definition section** as “wetland class” and “wetland category” are two different terms which are often interchanged incorrectly by people who are not familiar with wetland terminology. “Wetland category” could be defined as “a rating given to a wetland using the Washington State Wetland Rating System for Eastern Washington (October 2014 publication no. 14-06-030, or as revised.) The rating is used for purposes of comparing the relative degree of function and values between wetlands and is also used to help determine the size of buffers that are needed to protect those functions and values. See section 18.06.410”.

**General Comment:** Sections 18.06.190 through 220: The Administrative Official is given a lot of discretion to determine adequacy of reports and whether potential impacts to wetlands have been addressed. Ecology recommends that the Administrative Official be trained in how to recognize various types of wetland vegetation (herbaceous, scrub-shrub, and forested) and how that vegetation can seasonally change to a less recognizable state. Ecology recommends that the Administrative Official take Ecology’s Eastern Washington Rating System training as a good first step in acquiring wetland discernment skills. Also, Ecology will soon be releasing on-line tutorial module presentations on the process of how to delineate a wetland under the title of “Wetlands 101”. Each aspect of wetland delineation (soils, water and vegetation) will be presented in easy to understand, general terms.

If you have any questions about these comments, please contact **Catherine Reed** at (509) 575-2616. One of Ecology’s wetland staff’s highest priorities is to assist local governments with implementation of their wetland ordinances through report review, on-site delineation checks, etc. Please don’t hesitate to call Catherine for assistance regarding wetland issues.

Sincerely,



Gwen Clear  
Environmental Review Coordinator  
Central Regional Office  
(509) 575-2012  
[croscopacoordinator@ecy.wa.gov](mailto:croscopacoordinator@ecy.wa.gov)



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000  
www.commerce.wa.gov

July 13, 2016

Ms. Shawn Conrad, Planner  
311 North 4th Street Suite 202  
Yakima, Washington 98901

RE: Proposed amendment to the Grandview Comprehensive Plan for compliance with the GMA Periodic Update requirement.

Dear Ms. Conrad:

Thank you for sending Growth Management Services the proposed amendments to Grandview's comprehensive plan and development regulations that we received on May 19, 2016, and processed with Material ID No. 22424. Please consider the following comments as you prepare revisions to the document.

We especially like the following:

- The Plan includes excellent maps and simple, easy to understand tables throughout the document.
- The Physical Character Element includes an excellent description of Grandview's geology, climate and natural systems.
- Each chapter includes applicable County-wide Planning Policies for easy reference.
- The Land Use Element includes policies promoting physical activity (Policy 1.8).
- The Capital Facilities Element includes very thorough inventories and descriptions of facilities and services, including schools, fire and police.
- The Transportation Element has already been certified by the Yakima County Conference of Governments.
- Each element includes a paragraph detailing the relationship with other elements, addressing the GMA's internal consistency requirement (RCW 36.70A.070).

We have concerns about the following that you should address before you adopt your plan and development regulation amendments:

- We are concerned about the time period used for population projections and urban growth area (UGA) sizing decisions. UGA sizing decisions should be based on the projected population and employment growth, along with the broad range of needs and uses that will accompany the projected growth. Population projections cover a twenty-year period and begin on the statutory due date identified in RCW 36.70A.130. Jurisdictions may choose to adopt a projection that exceeds the twenty-year horizon, but UGA sizing decisions must be based on the need to accommodate twenty years of growth.<sup>1</sup> The GMA specifies that the 20-year time period commences immediately following the periodic review deadline, which for

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<sup>1</sup> RCW 36.70A.110(2)

Ms. Shawn Conrad  
July 13, 2016  
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Yakima County jurisdictions is June 30, 2017 (RCW 36.70.130(3)(b)). Therefore, Grandview's population projection and analysis associated with land and housing needs must cover the time period from 2017 to 2037. Population projections must be coordinated and consistent with Yakima County.

- The draft Capital Facilities Element (CFE) must include an inventory, forecast of future needs, locations of expanded or new facilities and a financing plan for required facilities. The financing plan must identify sources of public money and be within projected funding capacities (RCW 36.70A.070(3)). Facility needs must be analyzed consistently throughout the CFE, using the same time frame and population growth figures. Since Grandview's deadline to adopt its comprehensive plan is June 30, 2017, the 6-year financing plans for each facility type should include the years 2017-2023, with a 20-year analysis extending to 2037.
- The draft CFE adopts by reference a number of functional facility plans, such as the 2015 Grandview Water System Plan and the 2009 General Sewer Plan. Adopting functional plans by reference is fine and summary information is presented in the draft Comprehensive Plan as we recommend to jurisdictions. We recommend using the information in the functional plans as a starting point and updating the analysis using growth assumptions that are consistent with other elements of the comprehensive plan. Once the needs analysis is completed, the facilities required to accommodate growth, such as water storage, should be clearly identified, followed by a reasonable financing strategy.

We have some suggestions for strengthening your plan for your consideration either now, or future amendments:

- The Physical Character Element includes an analysis of water, wastewater, stormwater, and public services. We recommend moving this information to the Capital Facilities Element, keeping capital facilities and service analysis in one element.
- The Capital Facilities Element includes a general description of local, state and federal funding sources (Page 3-28), followed by a capital facilities plan with "potential funding sources". We recommend including a more detailed analysis of projected city revenues by category (WAC 365-196-415(c)(i)). We are happy to provide examples from other jurisdictions.

Congratulations to you and your staff for the good work these amendments represent. If you have any questions or concerns about our comments or any other growth management issues, please contact me at 509.795.6884. We extend our continued support to the City of Grandview in achieving the goals of growth management.

Sincerely,



Scott Kuhta  
Senior Planner  
Growth Management Services

SK:lw

cc: David Andersen, AICP, Acting Managing Director, Growth Management Services  
Anita Palacios, City Clerk, Grandview  
Tommy Carroll, Long Range Planning Manager, Yakima County