

# **2004 COMPREHENSIVE PLAN AMENDMENT DOCKET**

**Final Staff Report for  
Amendments to the Comprehensive Plan  
and Unified Development Code  
Related to the Irondale & Port Hadlock  
Urban Growth Area (UGA)  
Including Adoption of General Sewer Plan**

***JEFFERSON COUNTY, WASHINGTON***

The Final Staff Report incorporates the Recommendation  
to the Board of County Commissioners  
from the Jefferson County Planning Commission  
for case numbers MLA04-29 and MLA04-30

**July 21, 2004**

## Staff Recommendation and Fact Sheet

### FACT SHEET

#### **Title and Description of Proposed Action**

Pursuant to the Washington State Growth Management Act (GMA), the Jefferson County Board of County Commissioners (BOCC) is considering adoption of an amendment to the 1998 Jefferson County Comprehensive Plan (CP) that will provide capital facilities (sewer, transportation, and stormwater) for the Irondale & Port Hadlock Urban Growth Area (UGA) and related amendments to the Unified Development Code (UDC). This document is a Final Staff Report for the suggested UGA amendment and associated changes to the UDC. The Final Staff Report is a follow-up document to the Integrated Staff Report and SEPA Addendum issued on May 19, 2004, which formally initiated the public process associated with review of the amendment proposals by the Jefferson County Planning Commission. The Planning Commission has forwarded its recommendation to the Board of County Commissioners for case numbers MLA04-29 and MLA04-30. This document references the Planning Commission recommendation and describes how the proposals have been altered as a result of the public process to date.

As part of the 2002 Amendments to the CP, Amendment MLA02-242 proposed that “Jefferson County...adopt an Urban Growth Area boundary in the Port Hadlock area and portray it on the land use map consistent with analysis conducted through the Special Study and the requirements of the GMA.” (Final Docket 2002 CP Amendments) The County approved this Amendment as Ordinance 19-1220-02 (December 2002).

This decision was appealed to the Western Washington Growth Management Hearings Board (Hearings Board) in 2003. The Hearings Board supported the UGA decision, but found that the County had failed to properly complete the designation process for the UGA since analysis of capital facilities and amendments to the UDC were not developed. The Hearings Board stated:

“We find that the County has not complied with the goals and requirements of the Act by prematurely adopting a final GMA Tri-Area UGA before adopting urban level of service standards, finishing required capital facilities planning and fiscal analysis of

affordability of those facilities and adopting development regulations for application within the UGA.” (Hearings Board - Final Order and Decision No. 03-2-0010 – August 22, 2003)

The County has chosen a compliance pathway that involves UGA analysis, policy development, and capital facilities planning in the following areas:

- Update to Population Allocations and Projections
- Septic System Capacity Analysis
- Development of a General Sewer Plan
- Update to the Transportation Analysis
- Irondale and Port Hadlock UGA Build-out Analysis
- Stormwater Needs Analysis
- Development of a Stormwater Management Plan
- Development of a UGA Chapter for the CP including land use, utilities, and capital facilities elements
- Review of the entire CP for consistency with the UGA and proposed UGA Chapter (proposed line-in and line-out revisions)

As part of this process, the County proposed the following 2004 Amendment to the CP:

**MLA04-29** proposed by Jefferson County suggesting the following: Narrative and policy language under a new Irondale & Port Hadlock Urban Growth Area (UGA) element in the Comprehensive Plan. This effort is related to compliance with a Growth Management Hearings Board order concerning the 2002 designation of the Irondale & Port Hadlock UGA. Among the topics under consideration by a Board-appointed UGA Citizen Task Force—and later by the public, the Planning Commission, and the Board—are urban growth levels of service, capital facilities, and the UGA boundary and internal land use districts.

This amendment includes the following:

UGA Chapter: The focus of this Amendment is the addition to the Comprehensive Plan of a new chapter (Chapter 2 – Previous Chapter 2 is proposed as Appendix H) which provides detail on the Irondale & Port Hadlock UGA.

This chapter addresses the GMA requirements for the Urban Growth Area, including accommodating the projected population growth, proposed land uses, utilities and public facilities urban level of service standards, and capital facility plans to implement needed urban infrastructure. Capital Facilities Planning has been added to the UGA Element for Sanitary Sewers, Stormwater Management Facilities, and Transportation.

General Sewer Plan: As part of the development of UGA urban services, sewer service is planned to all areas of the UGA except the areas designated as single family residential. The General Sewer Plan is proposed for adoption as a component of the Comprehensive Plan.

*Planning Commission Recommendation*

This General Sewer Plan proposes a mechanical treatment system with discharge to constructed infiltration basins as the preferred alternative. Alternative 4, the preferred alternative from the early plan, has been removed from the plan in response to public comment and subsequent analysis.

Stormwater Management Plan: The Stormwater Management Plan will be added to the Comprehensive Plan as an appendix, and excerpts have been added to the UGA Element for Capital Facilities Planning.

Non-point pollution from impervious surface run-off requires serious consideration for urban areas. Stormwater runoff primarily comes from impervious surfaces in urban areas and contributes to degradation of water quality. The Stormwater Management Plan identifies existing and future stormwater runoff and future capital facilities improvements needed to convey and treat Stormwater for the UGA.

Transportation Plan: The Transportation will be added to the Comprehensive Plan as an Appendix and sections have been excerpted in the UGA Element.

Identifies current transportation facilities, their current capacity, and their ability to meet projected growth estimates.

Build-Out Analysis: Projects future building trends using current land use designations to determine where growth will occur and how much growth can be expected. The Build-Out Analysis is the basis for capital facilities planning.

Line-in / Line-out: The UGA Amendments also include specific line-in and line-out changes to various chapters of the Comprehensive Plan to adjust for inclusion of the new UGA, and to remove language no longer applicable.

**MLA04-30** as proposed by the County consists of changes to the Unified Development Code for the Urban Growth Area. The Urban development standards are included as a separate appendix in the UDC and there are several amendments to the UDC for consistency with the UGA.

UDC Amendments: Also required by the Hearings Board are revisions to the UDC to provide development regulations consistent with the UGA Amendment. These regulations include creation of new urban zoning districts, permitted land use tables, bulk and dimensional requirements and urban development standards.

*Planning Commission Recommendation*

The Development Standards for the UGA have been amended to increase building height in High-Density Residential, Commercial, and Industrial zones in the UGA. Uses have been expanded for the Industrial and Commercial zones.

Line-in/Line-out: UDC amendments to various chapters for consistency with the new appendix.

<b>Staff Recommendation</b>	<p>The analysis of new information does not indicate any new, significant, adverse impacts which were not previously analyzed. This level of analysis does not preclude the need for further project level analysis in the future for activities implementing these amendments.</p> <p>In consideration of all analysis in previous documents and the public process associated with these proposals, staff recommends adoption of the proposed UGA Amendment and related UDC Amendments in concert with the Planning Commission recommendation.</p>
<b>Proponent</b>	Jefferson County Board of County Commissioners (BOCC)
<b>Lead Agency</b>	Jefferson County Department of Community Development (DCD) Long-Range Planning 621 Sheridan Street Port Townsend WA 98368
<b>Responsible Official</b>	Al Scalf, Director DCD (360) 379-4493
<b>Contact Person</b>	Kyle Alm, Assistant Planner DCD Long-Range Planning (360) 379-4482
<b>Authors and Principal Contributors</b>	Jefferson County Department of Community Development Long-Range Planning
<b>Date of Final Staff Report</b>	July 21, 2004
<b>Tentative Adoption Date</b>	<p>A legislative decision from the BOCC on the UGA Comprehensive Plan Amendment and UDC Amendment proposals is expected August 9, 2004.</p> <p>Jefferson County has a website dedicated to the UGA Planning Process. This website can be accessed from the Jefferson County Web Page and the “Issue Links” section on the Department of Community Development page or by directly accessing this URL:</p> <p><a href="http://www.co.jefferson.wa.us/commdevelopment/Irondale%20Hadlock%20UGA%20Page.htm">http://www.co.jefferson.wa.us/commdevelopment/Irondale%20Hadlock%20UGA%20Page.htm</a></p>
<b>Appeal Information</b>	<p>Appeals of GMA actions (i.e., a legislative decision by the BOCC) are heard first by a Growth Management Hearings Board. Appeals of the adoption of the UDC amendments as well as the UGA Amendments are both considered GMA actions.</p>

**Location of Background Material and Documents Incorporated by Reference**

Background material and documents are available for inspection from 9:00 AM to 4:30 PM, Monday through Friday, at the Jefferson County Department of Community Development, 621 Sheridan Street, Port Townsend WA 98368, (360) 379-4450.

**Relation to Other Documents**

In this document, description of and references to the content of the proposals have been provided, but are not inclusive of all relevant historical information for the UGA Amendments. The reader is encouraged to utilize existing, related documents in conjunction with this document for more comprehensive perspective and understanding. The May 19, 2004 Staff Report and SEPA Addendum contains a list of relevant supporting information.

**Cost to the Public**

Copies of the 2004 Comprehensive Plan Amendment Docket, DCD Integrated Staff Reports and SEPA documents, or select pages, are available at cost from the Jefferson County Department of Community Development (DCD). The text and selected appendices are also available for download on the DCD website dedicated to the 2004 annual amendment cycle, which can be accessed from the “Jefferson County Comprehensive Plan” section of the Long-Range Planning website:

[http://www.co.jefferson.wa.us/commdevelopment/Comp\\_plan.htm](http://www.co.jefferson.wa.us/commdevelopment/Comp_plan.htm)

Copies of this document are available for inspection at DCD and the Jefferson County Public Library at Port Hadlock.

**Public Comment Period**

The BOCC will hold a public hearing on August 2, 7:00 PM, at the Tri-Area Community Center in Chimacum, before taking action on the Amendments (formal notice has been published in the newspaper of record). Written comments on the proposals may be submitted from July 21 to August 2 to DCD at 621 Sheridan Street, Port Townsend WA 98368 or via email to [planning@co.jefferson.wa.us](mailto:planning@co.jefferson.wa.us).