



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

May 9, 2018

Motion 15142

Proposed No. 2018-0154.2

Sponsors Lambert

1 A MOTION approving a plan to restructure the Community
2 Service Area subarea planning program in compliance with
3 the 2017-2018 Biennial Budget Ordinance, Ordinance
4 18409, Sections 19 and 88, as amended by Ordinance
5 18602, Section 5, Proviso P2, and Ordinance 18602,
6 Section 47, Proviso P3.

7 WHEREAS, a 2017-2018 supplemental budget ordinance, Ordinance 18602,
8 Section 5, Proviso P2, which amended the 2017-2018 Biennial Budget Ordinance,
9 Ordinance 18409, Section 19, requires the executive to transmit a plan to restructure the
10 Community Service Area subarea planning program, and

11 WHEREAS, Ordinance 18602, Section 5, Proviso P2, provides that \$200,000
12 from the office of performance, strategy and budget general fund shall not be expended
13 or encumbered and that no funds shall be expended or encumbered on Community
14 Service Area subarea planning except for responding to Proviso P2 until the plan required
15 by the proviso is approved, and the motion accompanying the report is passed, and

16 WHEREAS, a 2017-2018 supplemental budget ordinance, Ordinance 18602,
17 Section 47, Proviso P3, which amended the 2017-2018 Biennial Budget Ordinance,
18 Ordinance 18409, Section 88, requires the executive to transmit a plan to restructure the
19 Community Service Area subarea planning program, and

20 WHEREAS, Ordinance 18602, Section 47, Proviso P3, provides that \$200,000
21 from the department of permitting and environmental review general public services sub-
22 fund shall not be expended or encumbered and that no funds shall be expended or
23 encumbered on Community Service Area subarea planning except for responding to
24 Proviso P3 until the plan required by the proviso is approved, and the motion
25 accompanying the report is passed, and

26 WHEREAS, the council has reviewed the plan submitted by the executive;

27 NOW, THEREFORE, BE IT MOVED by the Council of King County:

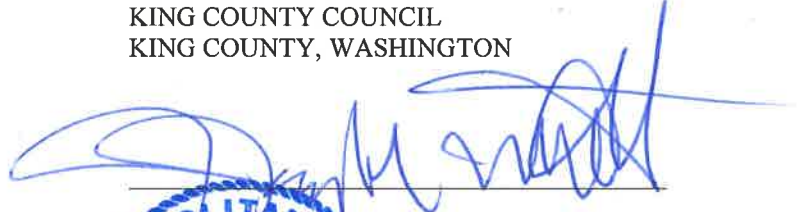
28 The plan to restructure the Community Service Area subarea planning program,
29 which is Attachment A to this motion, is hereby approved in accordance with the 2017-
30 2018 Biennial Budget Ordinance, Ordinance 18409, Section 19, as amended by
31 Ordinance 18602, Section 5, Proviso P2, and with the 2017-2018 Biennial Budget

- 32 Ordinance, Ordinance 18409, Section 88, as amended by Ordinance 18602, Section 47,
33 Proviso P3.

Motion 15142 was introduced on 4/2/2018 and passed by the Metropolitan King County Council on 5/7/2018, by the following vote:

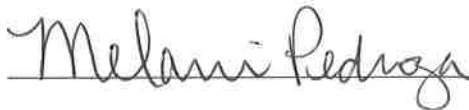
Yes: 9 - Mr. von Reichbauer, Mr. Gossett, Ms. Lambert, Mr. Dunn,
Mr. McDermott, Mr. Dembowski, Mr. Upthegrove, Ms. Kohl-Welles
and Ms. Balducci
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



Joseph McDermott, Chair

ATTEST:



Melani Pedroza, Clerk of the Council



Attachments: A. Proposed Community Service Area Subarea Planning Program Restructure Plan, dated April 11, 2018

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King County

**Proposed
Community Service Area
Subarea Planning Program
Restructure Plan**

In compliance with the 2017-2018 Biennial Budget Ordinance, Ordinance 18409, Sections 19 and 88, as amended by Ordinance 18602, Section 5, Proviso P2, and Ordinance 18602, Section 47, Proviso P3.

Office of Performance, Strategy and Budget

April 11, 2018

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68 **A. OVERVIEW**

69 This Proposed Restructure Plan includes changes to the County's long-range planning
70 activities, in compliance with the 2017-2018 Biennial Budget Ordinance, Ordinance 18409,
71 Sections 19 and 88, as amended by Ordinance 18602, Section 5, Proviso P2, and Ordinance
72 18602, Section 47, Proviso P3. The provisos direct the Executive to file a plan, motion and
73 ordinance to restructure the Community Service Area subarea planning program.

74
75 This Restructure Plan contains three substantive sections that respond to these provisos:

- 76 • Proposed Methodology for the Subarea Planning Program;
- 77 • Proposed Comprehensive Plan Update Schedule; and
- 78 • Relationship between the Restructure Plan and the Ordinances.

79
80 The Restructure Plan also follows up on a commitment made as part of the 2016 King
81 County Comprehensive Plan to review the Comprehensive Plan update cycle and potentially
82 schedule major updates in odd calendar years, in consideration of the biennial budget cycle.

83
84 In summary, the Restructure Plan proposes to maintain the subarea planning program, define
85 the scope and standard work, define the plan development process, retain the program within
86 the Department of Permitting and Environmental Review but shift it to the new Department
87 of Local Services if it is approved, increase staffing to 3 full time equivalent positions, and
88 establish clearer links to other departments and the budget process.

89
90 At the same time, the Proposed Restructure Plan shifts the Comprehensive Plan to an 8-year
91 update cycle, aligns it with the Growth Management Act schedule, and shifts a few planning
92 studies to a later date after the additional staff are hired.

93
94 These proposed changes, if approved by the County Council, would allow for ongoing,
95 sustainably managed subarea planning and provide improved planning services to residents
96 in unincorporated King County.

97

98 **B. BACKGROUND AND PURPOSE**

99 In accordance with the Washington State Growth Management Act, Revised Code of
100 Washington Chapter 36.70A, Subarea Plans are optional elements of a jurisdiction's
101 Comprehensive Plan. Subarea Plans allow a jurisdiction to tailor its comprehensive plan and
102 implement it in smaller areas in order to recognize their unique characteristics. They also
103 allow residents to participate in the future planning of their neighborhoods and communities.

104

105 King County had a robust community planning program in the 1970s and 1980s but with the
106 adoption of the first Growth Management Act plan in 1994, the program ceased. Since 1994,
107 portions of the community plans have been incorporated into the Comprehensive Plan.

108

109 Funding for subarea planning was included in the 2015-2016 Biennial Budget. This allowed
110 the County to reinstate the program which had been dormant for nearly twenty years. The
111 2016 Comprehensive Plan adopted the broad outlines of the new program, and identified the
112 Community Service Areas as the geographic framework.

113
114 Since that time, two planning processes have occurred – Skyway-West Hill and Vashon-
115 Maury Island. Based on these experiences, the Restructure Plan, along with the related
116 ordinance, includes proposals to clarify the goals of the program and to better support it over
117 the long term. The Restructure Plan also includes proposals to better align the
118 Comprehensive Plan update schedule with the timing of other countywide and regional
119 planning activities, and broader growth management timelines.

120

121 **C. PROPOSED METHODOLOGY FOR SUBAREA PLANNING PROGRAM**

122 The provisos direct a review and evaluation of the subarea planning program, development of
123 methodology to increase policy and budget consistency, and interdepartmental coordination,
124 collaboration and consultation.

125

126 To address these directives, the proposed methodology contains the following framework
127 components:

- 128 1. Subarea Plan Scope;
- 129 2. Subarea Plan Approach;
- 130 3. Subarea Plan Timing;
- 131 4. Subarea Plan Program Staffing; and
- 132 5. Shift Date for One Vashon-Maury Island Subarea Plan Action Item.

133

134 These framework components are further described below.

135

136 **1. Subarea Plan Scope**

137 To establish a clear and manageable scope, the following is proposed:

- 138 • *Develop Stand-Alone Plans:* The County would continue to develop stand-alone
139 Subarea Plans. This includes plans for six rural Community Service Areas,¹ and five
140 large unincorporated urban Potential Annexation Areas.² For the urban areas, the
141 County would encourage joint planning with the cities affiliated for annexation.
- 142 • *Focus on Land Use and the Built Environment:* The plans would have a primary focus
143 on land use issues, including a complete scan of all land use designations and zoning
144 classifications in each subarea, and review of Special District Overlays and property-

¹ Bear Creek-Sammamish, Four Creeks-Tiger Mountain, Greater Maple Valley-Cedar River, Southeast King County Area, Snoqualmie Valley-Northeast King County, and Vashon-Maury Island

² Skyway-West Hill, North Highline, Fairwood, East Renton Plateau, and East Federal Way

145 specific development conditions. The program would utilize existing functional plans
 146 (Transportation Needs Report, Regional Trails Report) to frame the discussion of
 147 other built environment topics.

148 • Establish Standard Work: In addition to the land use issues noted above, the standard
 149 content of subarea plans would include context-setting information such as
 150 demographics and growth-related trends, a review of existing and planned County
 151 programmatic work and capital projects for each subarea, and development of an
 152 implementation matrix identifying community priorities within the context of the
 153 County budget.

154 • Narrow Policy Development: As subarea planning is a way to implement the
 155 comprehensive plan in smaller areas, subarea plans would generally rely on the broad
 156 policies in the Comprehensive Plan. The amount of new policy development would
 157 be limited, in order to meet the proposed timelines and to ensure a base level of
 158 consistency across subareas. If policy issues arise that transcend CSA boundaries,
 159 they will be considered in future updates to the Comprehensive Plan.

160

161 **2. Subarea Plan Approach**

162 To help manage the plan development process, the following is proposed:

163 • Clarify Planning Process: The Subarea Plan development process would be similar to
 164 the Comprehensive Plan Update process. This approach includes: internal scoping
 165 with County departments, Councilmembers, and Council staff, external scoping with
 166 the community, development of a Public Review Draft Plan, a public comment
 167 period, development of an Executive Recommended Plan, and Council review and
 168 action.

169 To clarify the dates mentioned in this section, an illustrative planning approach is
 170 shown in *Attachment B*.

171 • Define Role for IDT: The role of the interdepartmental team³ is to serve as reviewers
 172 and subject matter experts and to ensure that actions and any policies included in
 173 Subarea Plans have documented support within their respective departments.

174

175 **3. Subarea Plan Timing**

176 To help clarify the timing for development of a plan, the following is proposed:

177 • Retain Two Year Process: Plans would be developed and adopted within a two-year
 178 timeframe, with Executive plan development occurring between July 1 and June 30,
 179 and Council review and adoption between July 1 and June 30 of the following year.

³ The Subarea Planning Program interdepartmental team consists of staff representatives from various county departments, including: Permitting and Environmental Review, Community and Human Services, Public Health, Natural Resources and Parks, Transportation, as well as the Office of the Prosecuting Attorney, and the Office of Performance Strategy and Budget

180 Subarea plan adoption would occur as part of an annual amendment of the
 181 Comprehensive Plan (see next section on Comprehensive Plan schedule changes).

- 182 • *Update Program Calendar:* The proposed program calendar is shown below. The
 183 overall program calendar has been extended due to direction to revisit the Skyway-
 184 West Hill Plan, a shift in the schedule for joint planning with Seattle on North
 185 Highline, the cessation of planning during the development of this proviso response,
 186 and the proposal to add the five major unincorporated urban potential annexation
 187 areas (PAAs).

188 The proposed calendar is designed so that Subarea Plans would not be adopted the
 189 same year that the major Comprehensive Plan update is adopted. Last, while the
 190 calendar would be extended, the order of plans included in the 2016 Comprehensive
 191 Plan would remain unchanged.

192
 193 Note: Under this proposal, the planning year would start in July with Executive plan
 194 development, and Council adoption would occur in the summer two years later.
 195

Planning Year	Adoption Year	Subarea Geography	Other Planning
2018	2020	Skyway West Hill PAA	
2019	2021	North Highline PAA	
2020	2022	Snoqualmie Valley/NE King County CSA	
2021	2023	No Plan	8-Year Comp. Plan Update
2022	2024	Greater Maple Valley/Cedar River CSA	
2023	2025	Fairwood PAA	
2024	2026	Bear Creek/ Sammamish CSA	
2025	2027	Southeast King County CSA	
2026	2028	Four Creeks/Tiger Mountain CSA	
2027	2029	East Renton PAA	
2028	2030	Federal Way PAA	
2029	2031	No Plan	8-Year Comp. Plan Update

196
 197 **4. Subarea Plan Program Staffing**

198 To maintain an adequate level of service, the following is proposed:

- 199 • *Increase Staffing to Three Full Time Positions:* Staffing for the first two subarea
 200 planning processes was insufficient to manage the scope and schedule. The
 201 Executive proposes to retain the existing position and add two additional planners –
 202 one senior and one junior – for a total of three full time staff. This level of staffing
 203 would allow for program continuity, allow for rotating the lead in subsequent
 204 planning processes, and more staff support for internal and external coordination,
 205 collaboration, and plan implementation monitoring. It also allows for staff coverage
 206 in case of illness, parental leave, or family medical leave. The two additional

207 positions would be considered as part of the 2019-2020 Biennial Budget. If
 208 approved, the hiring process would start quickly, and the positions would likely be
 209 filled in the spring of 2019.

- 210 • Retain Function in DPER: The proposal is to retain the subarea planning program
 211 within the Department of Permitting and Environmental Review (DPER). However,
 212 the Executive anticipates transmitting a separate proposal in 2018 to establish a new
 213 Department of Local Services, including DPER, resulting in subarea planning being a
 214 function of the new proposed department. More information related to this
 215 reorganization would be provided at that time.
- 216 • Standard Implementation and Monitoring. The proposal is to include basic
 217 implementation and monitoring, including performance measures. It is expected that
 218 establishing best practices around monitoring would reduce or eliminate the need for
 219 workplan items as part of plan adoption.

220

221 **5. Disposition of Vashon-Maury Island Subarea Plan Action Items**

222 The Vashon-Maury Island Subarea Plan contains three workplan action items. The schedule
 223 for two of them – *Action 2: Sewer Local Service Area Report* and *Action 3: Affordable*
 224 *Housing Incentives Report* – is not proposed to be changed, and the Executive will transmit
 225 these as scheduled. Additionally, the Special District Overlay Evaluation contained in
 226 Ordinance 18602, Proviso P2 (B), is also proposed to be transmitted as scheduled.

227

228 However, in order to meet the Subarea Plan Timing noted above, and begin work on the
 229 Skyway-West Hill Subarea Plan, it is proposed that the date for *Workplan Action 1: P-Suffix*
 230 *Conditions* would shift from December 31, 2018 to June 30, 2022. Workplan Action 1
 231 involves the review of the property-specific development conditions and special district
 232 overlays on Vashon-Maury Island. The year 2022 is when subarea planning is proposed to
 233 not occur as the County focuses on the major Comprehensive Plan update, and capacity
 234 would therefore exist for a study of this magnitude.

235

236 This proposed schedule change would create sufficient capacity in 2018 to allow the
 237 Skyway-West Hill Subarea Plan process to start and be ready for transmittal to the County
 238 Council by June 30, 2019, as discussed above.

239

240 **D. PROPOSED COMPREHENSIVE PLAN UPDATE SCHEDULE**

241 The provisos direct a review of the subarea planning program schedule in relationship to the
 242 Comprehensive Plan update schedule. The 2016 Comprehensive Plan also included direction
 243 to review the Comprehensive Plan update schedule in relationship to the Biennial Budget
 244 adoption schedule.

245

246 To address these directives, and following is an evaluation of the range of local, countywide
 247 and state planning schedules, amendments to the Comprehensive Plan update schedule are
 248 proposed that contain the following framework components:

- 249 1. Comprehensive Plan Eight-Year Update Cycle;
- 250 2. Comprehensive Plan Adoption Schedule; and
- 251 3. Comprehensive Plan Performance Measures Report.

252

253 **1. Comprehensive Plan Eight-Year Update Cycle**

254 To help manage the scope and timing of the Comprehensive Plan update cycle, the following
 255 is proposed:

- 256 • Shift to an Eight-Year Update Cycle: The Comprehensive Plan has provided a robust
 257 structure for addressing state planning requirements, and recent four-year updates
 258 have focused on updating the plan to address emerging policy issues (e.g., affordable
 259 housing, equity in the built environment, climate change). Given the maturity of the
 260 plan, and the renewed interest in local planning, the proposal is to shift to an eight-
 261 year cycle for updating the Comprehensive Plan, consistent with the schedule in the
 262 Growth Management Act. This shift increases capacity to focus on local area
 263 planning, service delivery, and plan implementation.
- 264 • Rely on Existing Suite of Annual Land Use Processes: The existing land use processes
 265 are not proposed to be altered. These include: Annual Cycle Amendments, the
 266 Docket Process, the Four to One Program,⁴ Zone Reclassifications, Site Specific Land
 267 Use Map Amendments, and Area Land Use and Zoning Studies by Motion. These
 268 processes provide access for the public to receive planning services on an annual⁵
 269 basis, and would be available to address issues that arise between plan updates.

270

271 The proposed calendar changes mean that a major update of the Comprehensive Plan would
 272 not be adopted the same year that the Biennial Budget is adopted.

273

274 **2. Comprehensive Plan Adoption Schedule**

275 To help align the Comprehensive Plan update cycle, the following is proposed:

- 276 • Shift Transmittal from March 1 to June 30: With the proposed shift to an Eight-Year
 277 Update Cycle, it is proposed that the next major update be adopted by June 30, 2023,
 278 corresponding to the state deadline. With this shift, transmittal of the Scope of Work
 279 to Council would shift to June 30. A year later, an Executive Recommended Plan
 280 would be transmitted to Council on June 30. The Council would have a year to adopt
 281 the plan. This shift would align the Comprehensive Plan schedule with timelines for

⁴ In response to a workplan action item in the 2016 Comprehensive Plan, the Four to One program is being reviewed with changes potentially proposed in 2018-19

⁵ State law allows the County to update its Comprehensive Plan more frequently than once a year under certain circumstances, as defined at Revised Code of Washington, Chapter 36.70A.130

282 updating countywide planning policies, multicounty planning policies, VISION 2040
283 and its regional growth strategy, countywide and jurisdictional growth targets, and
284 more. The shift also creates better alignment with the planning activities of the
285 incorporated cities and towns within King County.

286 • Shift Docket Deadlines: With the Comprehensive Plan calendar changes, the Docket
287 deadline for submittals would shift from June 30 to December 31, and the deadline
288 for a Docket Report transmittal would shift from December 1 to April 30. Given the
289 current June 30 deadline, these changes are proposed to take effect in 2019. This
290 means the 2018 Docket process and timelines would not change, but the 2019 Docket
291 would, and the timeline would grant residents additional time to submit their Docket
292 requests.

293
294 These changes would mean that no Subarea Plans would be adopted during the year the
295 Council adopts the major update to the Comprehensive Plan.
296

297 **3. Comprehensive Plan Performance Measures Report**

298 To help ensure that the Scope of Work for the next major Comprehensive Plan update is
299 informed by the Performance Measures framework, it is proposed that the 2018 report be
300 shifted to March 1, 2021, prior to Scoping transmittal in June 30, 2021.
301

302 To clarify the dates mentioned in this section, an illustrative calendar is shown in *Attachment*
303 *C*.
304

305 **E. RELATIONSHIP BETWEEN RESTRUCTURE PLAN AND ORDINANCES 18602** 306 **AND 18427**

307 The prior two sections describe the Restructure Plan for the subarea planning program as well
308 as proposed changes to the Comprehensive Plan update schedule. This section addresses
309 how these relate to and implement the substantive requirements in both ordinances. The full
310 text of the provisos is shown in Attachment A.
311

312 **Proviso Section A1: Policy Consistency**

313 The aforementioned Subarea Plan Methodology and changes to the Comprehensive Plan
314 Update schedule address methods to ensure that the subarea plans that are transmitted to the
315 council would be consistent with current state law, the countywide planning policies and the
316 Comprehensive Plan as follows:

- 317 • Subarea Plan Scope: By explicitly defining the scope, relying on the Comprehensive
318 Plan policies and only tailoring subarea plan policies as needed, the policy
319 consistency is greatly improved.
- 320 • Subarea Plan Approach: By defining the role of the interdepartmental team as
321 reviewers, not writers of the Subarea Plan, capacity is created in the team for

322 consistency review. This is particularly true for the staff in the Office of Performance,
323 Strategy and Budget (PSB).

- 324 • Clarify Planning Process: By defining a planning approach that includes internal
325 scoping with County departments, development of a Public Review Draft Plan, and
326 development of an Executive Recommended Plan, multiple milestones are created
327 that allow for coordination around policy consistency.
- 328 • Subarea Plan Program Staffing: By establishing and maintaining adequate staffing
329 levels, capacity and accountability is created to improve policy consistency.

330

331 This approach would result in improved policy consistency between subarea plans and other
332 planning provisions and statutes.

333

334 **Proviso Section A2: Budget Consistency**

335 The aforementioned Subarea Plan Methodology and changes to the Comprehensive Plan
336 Update schedule address methods to ensure that the subarea plans that are transmitted to the
337 council would be consistent with adopted county budget direction and appropriations and, if
338 it would not be consistent, methods to both provide clarity where the plan would require
339 additional appropriation to accomplish and to prioritize actions within the individual
340 Community Service Area subarea plans, across all the Community Service Area subarea
341 plans, and with other county budget priorities, as follows:

- 342 • Subarea Plan Scope: By establishing standard work, including sharing with each
343 community the County's funded, planned, and unfunded projects in capital plans and
344 functional plans, each community can weigh in with their priorities, which could then
345 be considered as part of the biennial budget development process. This ensures that
346 subarea planning process is supporting – not replicating – the budget process.
- 347 • Subarea Plan Approach: By creating a defined role for the interdepartmental team
348 including documenting leadership support for proposed policies and actions within
349 their respective departments, the Subarea Planning process would support budget
350 consistency.
- 351 • Clarify Planning Process: By defining a planning approach that includes internal
352 scoping with County departments, development of a Public Review Draft Plan, and
353 development of an Executive Recommended Plan, multiple milestones are created
354 that allow for coordination around budget consistency.
- 355 • Subarea Plan Program Staffing: By establishing and maintaining adequate staffing
356 levels, capacity and accountability is created to improve budget consistency.

357

358 This approach would result in improved budget consistency and clarity between subarea
359 plans and County budget processes.

360

361 **Proviso Section B: Coordination between DPER and PSB**

362 The aforementioned Subarea Plan Methodology and changes to the Comprehensive Plan
363 Update schedule address an evaluation of existing of and recommendation for future
364 coordination and collaboration between the DPER and PSB, as required by King County
365 Code 2.16.025 and 2.16.055 and Motion 14341 as follows:

- 366 • Subarea Plan Scope: By establishing standard work and relying on Comprehensive
367 Plan policies, the likelihood for policy consistency is greatly increased. This
368 significantly simplifies the coordination needs between DPER and PSB.
- 369 • Subarea Plan Program Staffing: By establishing and maintaining adequate staffing
370 levels, capacity and accountability is created to support coordination between these
371 departments.
- 372 • Comprehensive Plan Adopted on Eight-Year Cycle: By not developing a Subarea
373 Plan in the same year as a major Comprehensive Plan update, capacity is created for
374 staff to address Subarea Plan policy issues in the context of the Comprehensive Plan.
375 This is part of the feedback loop between the Comprehensive Plan and Subarea Plans.

376
377 No changes to the King County Code are recommended to improve this coordination and
378 collaboration, and therefore no ordinance implementing changes shall be transmitted.
379 However, in addition to the bullets noted above, DPER and PSB are implementing the
380 following strategies to increase communication and collaboration:

- 381 • Creating an integrated work program;
- 382 • Developing standard work processes and templates;
- 383 • Weekly joint team meetings at DPER;
- 384 • Weekly meetings between the acting DPER Director and Regional Planning Director;
- 385 • Using digital platforms for communication, scheduling, planning, and document
386 sharing; and
- 387 • Establishing work space at PSB for DPER staff when they are downtown.

388
389 This approach would result in improved coordination and collaboration between DPER and
390 PSB.

391

392 **Proviso Section C: Coordination among Departments on Policies and Actions**

393 The aforementioned Subarea Plan Methodology and changes to the Comprehensive Plan
394 Update schedule address methods to ensure that other departments are consulted in the
395 Community Service Area subarea planning process and concur with the recommended

396 policies and implementing actions proposed in the executive-recommended subarea plans, as
397 follows:

- 398 • Subarea Plan Scope: By establishing standard work and relying on Comprehensive
399 Plan policies, the potential for policy consistency is greatly increased. By creating
400 awareness in each community of currently funded and planned but unfunded projects,
401 and by identifying community priorities for future funding, greater budget alignment
402 is created.
- 403 • Subarea Plan Approach: By creating a defined role for the interdepartmental team to
404 document leadership support for policies and actions within their respective
405 departments, the potential for policy and action consistency is improved.
- 406 • Clarify Planning Process: By defining a planning approach that includes internal
407 scoping with County departments, development of a Public Review Draft Plan, and
408 development of an Executive Recommended Plan, multiple milestones are created
409 that allow for coordination and collaboration.
- 410 • Subarea Plan Program Staffing: By establishing and maintaining adequate service
411 levels, capacity and accountability is created to support coordination among
412 departments.
- 413 • Comprehensive Plan Adopted on Eight-Year Cycle: By not developing a Subarea
414 Plan in the same year that the major update is being developed, capacity is created for
415 subarea planning staff to address policy issues in the context of the Comprehensive
416 Plan. This is part of the feedback loop between the Comprehensive Plan and Subarea
417 Plans.

418
419 This approach would result in improved consultation between DPER and other County
420 departments, and result in documented leadership support for actions and policies in subarea
421 plans.
422

423 **Proviso Section D: Modifications to Subarea and Comprehensive Plan** 424 **Schedule**

425 The aforementioned Subarea Plan Methodology and changes to the Comprehensive Plan
426 Update schedule address an evaluation of the current proposed Community Service Area
427 subarea planning schedule in Chapter 11 of the 2016 King County Comprehensive Plan,
428 including whether one year is sufficient time to complete all necessary aspects the
429 Community Service Area subarea plans, such as: community engagement and outreach;
430 coordination, collaboration and consultation between King County departments; and refining
431 recommendations to ensure compliance with the law. The evaluation also included
432 consideration of modifying the Community Service Area subarea planning schedule to
433 eliminate a Community Service Area subarea plan being transmitted as part of, or with, a

434 major update to the King County Comprehensive Plan. It also responds to directive in the
435 2016 Comprehensive Plan, as follows:

436 Subarea Plan Scope-Approach-Staffing: By establishing standard work and
437 establishing and maintaining adequate staffing, it becomes feasible to develop and
438 approve Subarea Plans on a two-year schedule. The *Clarified Planning Process*
439 noted above would be similar to the Comprehensive Plan Update process. This
440 approach includes: internal scoping with County departments, Councilmembers, and
441 Council staff, external scoping with the community, development of a Public Review
442 Draft Plan, a public comment period, and development of an Executive
443 Recommended Plan.

444 The Executive has been able to accomplish these within a one-year time frame for the
445 Comprehensive Plan, and would use this approach within a one-year timeframe for
446 subarea plans. Subsequent to this, the Council would conduct its own year-long
447 review and adoption process.

448 • Comprehensive Plan Eight-Year Update Cycle: By shifting to an Eight-Year cycle
449 that occurs in a year that has no Subarea Plan, capacity is created and it becomes
450 feasible to develop and approve Subarea Plans on a two-year schedule.

451

452 This approach would result in improved alignment in schedules of subarea plans, major
453 updates to the Comprehensive Plan, and review and adoption of the Biennial Budget. It
454 would also result in improved alignment between the County's long-range planning and other
455 state, regional and countywide planning activities.

456

457 Note that changes to the schedule or scope of the Community Service Area subarea planning
458 program are recommended, and an ordinance that implements those changes is transmitted
459 with this Proposed Restructure Plan.

460

461 **CONCLUSION**

462 The Restructure Plan proposes a number of changes to the Subarea Plan Methodology and
463 the Comprehensive Plan Update Schedule that respond to the direction in Ordinance 18602,
464 Section 5, proviso P2, and Ordinance 18602, Section 47, Proviso P3. If approved by the
465 County Council, the Restructure Plan would allow for ongoing, sustainably managed subarea
466 planning and provide improved planning services to residents in unincorporated King
467 County.

468

469 **ATTACHMENT A: FULL TEXT OF PROVISOS**

470 The provisos are found at Ordinance 18602, Section 5, Proviso P2, and Ordinance 18602,
471 Section 47, Proviso P3.

472

473 PROVIDED THAT:

474 Of this appropriation, \$200,000 shall not be expended or encumbered, and no
475 funds shall be expended or encumbered on Community Service Area subarea planning except
476 for responding to this proviso, until the executive transmits a plan to restructure the
477 Community Service Area subarea planning program, a motion that should approve the plan,
478 and an ordinance that implements changes recommended by the plan to the King County
479 Comprehensive Plan and the King County Code and references the subject matter, the
480 proviso's ordinance, ordinance section and proviso number in both the title and body of the
481 motion and a motion approving the plan is passed by the council.

482 The plan shall include, but not be limited to:

483 A. Methods to ensure that the subarea plans that are transmitted to the council
484 will be consistent with:

485 1. Current state law, the Countywide Planning Policies and the King County
486 Comprehensive Plan; and

487 2. Adopted county budget direction and appropriations, or if it will not be
488 consistent, methods to both provide clarity where the plan would require additional
489 appropriation to accomplish and to prioritize actions within the individual Community
490 Service Area subarea plans, across all the Community Service Area subarea plans, and with
491 other county budget priorities;

492 B. An evaluation of existing and recommendation for future coordination and
493 collaboration between the department of permitting and environmental review and the office
494 of performance, strategy and budget occurs, as required by K.C.C. 2.16.025 and 2.16.055 and
495 Motion 14341. If changes to the King County Code are recommended to improve this
496 coordination and collaboration, an ordinance implementing those changes shall be
497 transmitted by the executive;

498 C. Methods to ensure that other departments are consulted in the Community
499 Service Area subarea planning process and concur with the recommended policies and
500 implementing actions proposed in the executive-recommended subarea plans; and

501 D. An evaluation of the current proposed Community Service Area subarea
502 planning schedule in Chapter 11 of the 2016 King County Comprehensive Plan, including
503 whether one year is sufficient time to complete all necessary aspects the Community Service
504 Area subarea plans, such as: communing engagement and outreach; coordination,
505 collaboration and consultation between King County departments; and refining
506 recommendations to ensure compliance with the law. The evaluation shall also include
507 consideration of modifying the Community Service Area subarea planning schedule to
508 eliminate a Community Service Area subarea plan being transmitted as part of, or with, a
509 major update to the King County Comprehensive Plan. If changes to the schedule or scope
510 of the Community Service Area subarea planning program is recommended, an ordinance
511 that implements those changes shall be transmitted by the executive.

512 The executive should file the plan, motion and ordinance required by this
513 proviso by March 1, 2018, in the form of a paper original and an electronic copy with the

514 clerk of the council, who shall retain the original and provide an electronic copy to all
515 councilmembers, the council chief of staff, the policy staff director and the lead staff for the
516 transportation, economy and environment committee, or its successor.
517
518

519 **ATTACHMENT B: ILLUSTRATIVE PLANNING APPROACH FOR SUBAREA**
 520 **PLANS**

521 The following provides a high-level illustration of how subarea plans would be developed by
 522 both the Executive and Council. It displays a linear sequence, however, many of the phases
 523 and tasks could overlap and both branches might vary from what is illustrated below.

Months	Phase	Tasks
Apr – June, calendar yr. 1	Pre-plan internal scoping	<ul style="list-style-type: none"> Public: Public notification that process is beginning Collaboration: departments, Council Technical: Background research, website development, data development, land use research
Executive plan development process		
July – Sep	Public scoping, Initiate plan development	<ul style="list-style-type: none"> Public: Convene stakeholders, meet with interested and relevant property-owners, Public Forum #1: land use and key issues identification Collaboration: departments, Council Technical: Research issues, develop data
Oct – Dec	Develop draft plan	<ul style="list-style-type: none"> Public: Meet with stakeholders, property-owners Collaboration: departments, Council Technical: Research, formulate options, begin to develop internal draft plan
Jan – Mar, calendar yr. 2	Refine and release draft	<ul style="list-style-type: none"> Public: Meet with stakeholders, property-owners, Public Forum #2: issue refinement Collaboration: departments, Council Technical: finalize draft, Release Public Review Draft Subarea Plan
Apr – Jun	Finalize and transmit draft plan	<ul style="list-style-type: none"> Public: Public Forum #3: review and input on Public Review Draft Collaboration: stakeholders, departments, Council Technical: revise draft, transmit Executive Recommended Plan
Council review and adoption process (<i>illustration of potential Council approach</i>)		
July – Sep	Initial review	<ul style="list-style-type: none"> Internal review, initial Councilmember review
Oct – Dec	Budget process	<ul style="list-style-type: none"> During budget process, review of draft plan would likely be paused
Jan – Apr calendar yr. 3	Committee review, develop draft	<ul style="list-style-type: none"> Council committee refinement of plan, engagement with public, release committee amendments, committee action
May – Jun	Finalize and adopt plan	<ul style="list-style-type: none"> Public input, public comment period, public hearing, SEPA review, full Council review and adoption

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526 **ATTACHMENT C: ILLUSTRATIVE CALENDAR FOR MAJOR UPDATES OF**
 527 **COMPREHENSIVE PLAN**

528 The following table provides an illustration of the major Comprehensive Plan update process,
 529 with a focus on the proposed 2023 update. Note that some dates, such as the release of the
 530 Public Review Draft, are not statutory and may be adjusted, while still meeting the
 531 transmittal deadlines.

Month	Milestone	Comment
Dec		12/31 Docket deadline
Jan 2021		
Feb		
Executive plan development process		
Mar	3/1 King County Comprehensive Plan 2021 Performance Measures Report transmitted	
Apr		4/30 Docket report transmittal
May		
Jun	6/30 – Scope of Work for 2023 Update transmitted	
July		
Aug	9/1 – Scope of Work adopted by Council	
Sep		
Oct		
Nov		
Dec		12/31 Docket deadline*
Jan 2022		
Feb	2/1 – Public Review Draft released, Public Comment Period	
Mar		
Apr		4/30 Docket report transmittal*
May		
Jun	6/30 – Executive Recommended Plan transmitted	
Council review and adoption process		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		12/31 Docket deadline*
Jan 2023		
Feb		
Mar		
Apr		4/30 Docket report transmittal*
May		
Jun	6/30 – 2023 Update adopted	

532
 533 * Docket submittal during the major update may be addressed during the update process, or
 534 addressed in the following appropriate update cycle.
 535

Office of Performance, Strategy and Budget

April 11, 2018



King County