



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

September 22, 2015

Motion 14428

Proposed No. 2015-0321.1

Sponsors Dembowski

1 A MOTION that accepts a follow-up report to a plan
2 regarding procedures to manage updates to the King
3 County Comprehensive Plan, in compliance with the
4 2015/2016 Biennial Budget Ordinance, Ordinance 17941,
5 Section 18, Proviso P1; and authorizing the release of
6 \$75,000 currently held in reserve.

7 WHEREAS, the 2015/2016 Biennial Budget Ordinance, Ordinance 17941,
8 Section 18, Proviso P1, requires the executive to transmit a motion and follow-up report
9 by July 31, 2015, and

10 WHEREAS, the executive filed a report on a plan to manage updates to the King
11 County Comprehensive Plan in 2015-RPT0030 and the plan was approved in Motion
12 14341; and

13 WHEREAS, the county executive has transmitted to the council a follow-up
14 report to the approved plan regarding procedures to manage updates to the King County
15 Comprehensive Plan in coordination with the department of permitting and
16 environmental review (“DPER”) and the newly formed regional planning section of the
17 office of performance, strategy and budget; and

18 WHEREAS, the follow-up report contains the following:

19 1. A statement as to whether the milestones in the approved plan were achieved
20 and, if not, an explanation of why not; and 2. Whether the approved plan allocating the
21 work to be performed between DPER and the regional planning section was followed and
22 the coordination achieved and, if not, an explanation of why not; and

23 WHEREAS, the council has reviewed the report submitted by the executive;

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

25 The follow-up report to the approved plan, which is Attachment A to this motion,

26 is hereby accepted and the \$75,000 currently held in reserve in Ordinance 17941, Section
27 18, Proviso P1, office of performance, strategy and budget, is hereby released.
28

Motion 14428 was introduced on 8/24/2015 and passed by the Metropolitan King
County Council on 9/21/2015, by the following vote:

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

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



Larry Phillips, Chair

ATTEST:



Anne Noris, Clerk of the Council

Attachments: A. Proviso Report

PROVISO REPORT

FOLLOW-UP REPORT: PROCEDURES to MANAGE UPDATES to the KING COUNTY COMPREHENSIVE PLAN, COUNTYWIDE PLANNING POLICIES and MULTICOUNTY PLANNING POLICIES

Introduction

This is the second in a series of three related proviso responses:

Ordinance 17941, Section 18 included a proviso¹ attached to the budget for the Office of Performance, Strategy and Budget directing the Executive to submit a plan to the Council on “procedures to manage updates to the King County Comprehensive Plan in coordination with the department of permitting and environmental review and the newly formed regional planning function in the office of performance strategy and budget.” That plan was transmitted by the Executive and approved by the Council on April 13, 2015 (Ordinance 14341).

The proviso further provided that the Executive transmit two follow-up reports on the plan’s implementation: the first on July 31, 2015 and the second on January 15, 2016. Each follow-up report is to indicate:

- whether key milestones in the approved plan were achieved; and
- whether the approved plan was followed and the desired coordination achieved.

Schedule and Milestones

The tables below were included in the plan approved by Council. They include schedules that identify dates by which milestones will be reached relating to the development of the Executive’s proposed amendments to the Comprehensive Plan, the Countywide Planning Policies and Multicounty Planning Policies. The tables describe the work to be performed by the Regional Planning section and DPER to achieve each milestone, and the expected coordination between the two to achieve each milestone.

For each milestone, a status update is included in response to the requirements of the proviso.

Table 1.

2016 COMPREHENSIVE PLAN UPDATE			
DATE	MILESTONE	REGIONAL PLANNING / DPER WORK and COORDINATION	PURPOSE / RELEVANCE
Dec 2014	Kickoff / Launch Process	<i>Regional Planning and DPER</i> jointly invite department directors and separately electeds to identify staff representatives to serve on interdepartmental team. Milestone achieved, plan followed, coordination achieved	Launch the process for developing executive recommended plan

2016 COMPREHENSIVE PLAN UPDATE			
Dec 2014	Invite Council input	<i>Regional Planning</i> and <i>DPER</i> jointly reach out to Councilmembers to offer briefings. Milestone achieved, plan followed, coordination achieved	Gain insight into Council issues and priorities for the upcoming update
Jan 12 2015	Convene Interdepartmental Team	<i>Regional Planning</i> – convene interdepartmental team including representatives from <i>DPER</i> and other executive departments. Identify themes for 2016 update. <i>DPER</i> – attend meeting, present departmental recommendations, participate in team discussion. <i>Coordination</i> – discuss themes, policy issues for 2016 update. Milestone achieved, plan followed, coordination achieved	Begin to develop scope of work for 2016 update
Jan-Feb 2015	Develop Scope of Work	<i>Regional Planning</i> – Organize monthly meetings of the team, set agendas, lead discussions, mediate conflicts, keep work on schedule. <i>DPER</i> – Participate in all team discussions, conduct research and analysis, present data and information as needed. <i>Coordination</i> : Work collaboratively to develop Executive recommendation. Milestone achieved, plan followed, coordination achieved	Develop Scope of Work
March 2, 2015	Transmit Scope of Work to Council	<i>Regional Planning</i> – Prepare transmittal package for Executive review and signature. <i>DPER</i> – Review transmittal package prior to transmittal. <i>Coordination</i> : Joint review and discussion of final product before transmittal. Milestone achieved, plan followed, coordination achieved	Meet code deadline for transmittal to Council
March-April 2015	Council Review and Adoption of Scope of Work Actual adoption date: 5/11th	<i>Regional Planning</i> – coordinate executive staffing of Council review process. <i>DPER</i> - support Council review process as needed. <i>Coordination</i> : Follow Council review process, attend committee hearings and council briefings, answer questions, present information, create maps, etc. Milestone achieved, plan followed, coordination achieved	Council approve scope of work by 4/30
Spring 2015 – Spring 2016	Develop and Execute Public Participation Program	<i>Regional Planning</i> – working with interdepartmental team, prepare public participation program. <i>DPER</i> – assist with development and implementation of public participation program. <i>Coordination</i> : collaborate on development of public participation program. Milestone in progress, plan being followed, coordination being achieved	Seek public participation in development of 2016 Update

2016 COMPREHENSIVE PLAN UPDATE			
Spring – Fall 2015	Develop Public Review Draft of Executive Recommended 2016 Comprehensive Plan	<p><i>Regional Planning</i> – Organize monthly meetings of the team, set agendas, lead discussions, mediate conflicts, keep work on schedule. Ask departments to review elements of the plan based on professional and technical expertise, line(s) of business, and workload capacity. Monitor policy development and ensure internal consistency between chapters. Review draft amendments to codes and development regulations.</p> <p><i>DPER</i> – Review in detail specific elements of the plan and develop recommendations; participate in team discussion of all sections of the plan. Develop amendments to codes and development regulations.</p> <p><i>Coordination</i>: Work collaboratively with interdepartmental team, prepare public review draft.</p> <p>Milestone in progress, plan being followed, coordination being achieved</p>	Create Public Review Draft
MILESTONES ABOVE ARE COVERED BY THIS FOLLOW-UP REPORT. MILESTONES BELOW WILL BE COVERED IN THE SECOND FOLLOW-UP REPORT, TO BE TRANSMITTED ON JANUARY 15, 2016.			
Sep- Oct 2015	Release Public Review Draft	<p><i>Regional Planning</i> – Post public review draft on website; alert Council, cities, community groups, and other stakeholders</p> <p><i>DPER</i> – Assist in alerting public and stakeholders</p> <p><i>Coordination</i> – Collaborate on document release; ensure broad dissemination of document</p>	Release Public Review Draft; invite public comments
Nov – Dec 2015	Review public comments	<p><i>Regional Planning</i> – Review all public comments; ask departments to analyze comments based on professional and technical expertise, line(s) of business, and workload capacity. Oversee revisions to draft plan.</p> <p><i>DPER</i> – Review public comments and provide revisions to draft plan as needed.</p> <p><i>Coordination</i>: Discuss public comments collaboratively with interdepartmental team; refine draft plan as needed.</p>	Review public comments; refine Executive recommended plan as needed
March 1, 2016	Transmit 2016 Plan to Council	<p><i>Regional Planning</i> – Prepare transmittal package for Executive review and signature.</p> <p><i>DPER</i> – Prepare elements of transmittal package; review entire package prior to Executive review.</p> <p><i>Coordination</i>: Joint review of final product before transmittal.</p>	Meet code deadline for transmittal to Council
Spring – Fall 2016	Council Review and Adoption of 2016 Comprehensive Plan	<p><i>Regional Planning</i> – coordinate Executive staffing of Council review process.</p> <p><i>DPER</i> - support Council review process as needed.</p> <p><i>Coordination</i>: Follow Council review process, attend committee hearings and council briefings, answer questions, provide information, create maps, etc.</p>	Plan adoption

Table 2.

COUNTYWIDE PLANNING POLICIES – 2015 GMPC Schedule			
DATE	MILESTONE	REGIONAL PLANNING / DPER WORK and COORDINATION	PURPOSE / RELEVANCE
March 2015	KC Interbranch Team meeting Actual meeting dates: 3/19, 4/8	<i>Regional Planning</i> - attend IBT meeting <i>DPER</i> – attend IBT meeting <i>Coordination</i> : Working with Council staff, clarify 'One King County position' on potential 4/22 GMPC agenda items; seek additional guidance from Executive / Council as needed Milestone achieved, plan followed, coordination achieved	Prepare for 3/27 IJT meeting
3/27	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination</i> : With the IJT, engage in discussion, conduct research, draft policy amendments and support materials Milestone achieved, plan followed, coordination achieved	Prepare for 4/22 GMPC meeting
4/22	GMPC Meeting	<i>Regional Planning</i> – lead staff for GMPC meeting <i>DPER</i> - staff GMPC meeting <i>Coordination</i> : Consult as necessary during meeting Milestone achieved, plan followed, coordination achieved	Staff GMPC meeting and support KC caucus
4/24	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination</i> : With the IJT, engage in discussion, conduct research, draft policy amendments and support materials Milestone achieved, plan followed, coordination achieved	Debrief 4/22 GMPC meeting; begin prep for 7/22 GMPC meeting
May	KC Interbranch Team meeting Actual meeting dates: 5/5, 5/20, 6/3, 6/17	<i>Regional Planning</i> - attend IBT meeting <i>DPER</i> – attend IBT meeting <i>Coordination</i> : Working with Council staff, clarify 'One King County' position on 7/22 GMPC agenda items; seek additional guidance from Executive / Council as needed Milestone achieved, plan followed, coordination achieved	Prepare for 5/22 IJT meeting
5/22 6/26	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination</i> : With the IJT, engage in discussion, conduct research, draft policy amendments and support materials Milestone achieved, plan followed, coordination achieved	Prepare for 7/22 GMPC meeting
7/22	GMPC Meeting	<i>Regional Planning</i> – lead staff for GMPC meeting <i>DPER</i> - staff GMPC meeting <i>Coordination</i> : Consult as necessary during meeting Milestone achieved, plan followed, coordination achieved	Staff GMPC meeting and support KC caucus

COUNTYWIDE PLANNING POLICIES – 2015 GMPC Schedule			
7/24	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination:</i> With the IJT, engage in discussion, conduct research, draft policy amendments and support materials Milestone achieved, plan followed, coordination achieved	Debrief 7/22 GMPC meeting; begin prep for 10/1 GMPC meeting
MILESTONES ABOVE ARE COVERED BY THIS FOLLOW-UP REPORT. MILESTONES BELOW WILL BE COVERED IN THE SECOND FOLLOW-UP REPORT, TO BE TRANSMITTED ON JANUARY 15, 2016.			
August	KC Interbranch Team Meeting	<i>Regional Planning</i> - attend IBT meeting <i>DPER</i> – attend IBT meeting <i>Coordination:</i> Working with Council staff, clarify 'One King County' position on 10/1 GMPC agenda items; seek additional guidance from Executive / Council as needed	Prepare for 8/28 IJT meeting
8/28 9/25	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination:</i> With the IJT, engage in discussion, conduct research, draft policy amendments and support materials	Prepare for 10/1 GMPC meeting
10/1	GMPC Meeting	<i>Regional Planning</i> – lead staff for GMPC meeting <i>DPER</i> - staff GMPC meeting <i>Coordination:</i> Consult as necessary during meeting	Staff GMPC meeting and support KC caucus
Oct	KC Interbranch Team Meeting	<i>Regional Planning</i> - attend IBT meeting <i>DPER</i> – attend IBT meeting <i>Coordination:</i> Working with Council staff, clarify 'One King County' position on 12/2 GMPC agenda items; seek additional guidance from Executive / Council as needed	Prepare for 10/23 IJT meeting
10/23	IJT Meeting	<i>Regional Planning</i> - lead IJT meeting <i>DPER</i> – attend IJT meeting <i>Coordination:</i> With the IJT, engage in discussion, conduct research, draft policy amendments and support materials	Prepare for 12/2 GMPC meeting
12/2	GMPC Meeting	<i>Regional Planning</i> – lead staff for GMPC meeting <i>DPER</i> - staff GMPC meeting <i>Coordination:</i> Consult as necessary during meeting	Staff GMPC meeting and support KC caucus

Table 3.

MULTICOUNTY PLANNING POLICIES – 2015 PSRC Schedule			
DATE	MILESTONE	REGIONAL PLANNING / DPER WORK and COORDINATION	PURPOSE / RELEVANCE
N/A	--	The next update to VISION 2040 will be in 2020, with public scoping starting in 2017; there are no expected amendments to the Multicounty Planning Policies in 2015-2016. As such, no schedule or milestones appear here.	--

Next Steps

Pursuant to Ordinance 17941, Section 18, Proviso P1, the Executive will transmit one remaining follow-up report to the Council. The second follow-up report will be transmitted by January 15, 2016. The report will include the following:

1. A statement(s) as to whether the milestones above were achieved and, if not, an explanation as to why not; and
2. A statement(s) as to whether the plan above was followed and the coordination achieved and, if not, an explanation as to why not.

ⁱ PROVIDED THAT: Of this appropriation, \$250,000 shall not be expended or encumbered until the executive transmits: a plan, as described in more detail in subsection A. of this section, on procedures to manage updates to the King County Comprehensive Plan in coordination with the department of permitting and environmental review ("DPER") and the newly formed regional planning section of the office of performance strategy and budget; and two follow-up reports, as described in more detail in subsection B. of this section, on that plan's implementation. When transmitted to the council, the plan shall be accompanied by a motion to approve the plan. Upon council passage of that motion, \$100,000 is released for expenditure. The follow-up reports on the plan's implementation shall each be accompanied by a motion to accept the report. Upon council passage of each motion, an additional \$75,000 is released for expenditure. The motions shall reference the subject matter, the proviso's ordinance, ordinance section and proviso number in both the title and body of the motion.

- A. The plan required by this proviso shall include, but not be limited to,
 1. A description of the coordinating responsibilities of the regional planning section in relation to:
 - a. the process in K.C.C. chapter 20.18 for amending the county's Comprehensive Plan and development regulations and providing for public participation ("the Comprehensive Plan");
 - b. amendments to the Countywide Planning Policies ("CPPs"); and
 - c. amendments to the Multicounty Planning Policies ("MPPs");
 2. A description of the roles and responsibilities of DPER related to the comprehensive plan update process, amendments to the CPPs and amendments to the MPPs.
 3. How the regional planning section will utilize the subject matter experts in DPER during the Comprehensive Plan update, and review of proposed amendments to either the CPPs or the MPPs; and
 4. A schedule that:
 - a. identifies dates by which milestones will be reached during the period of January 1, 2015 through March 1, 2016, relating to the development of the executive's proposed amendments to the comprehensive plan and any implementing regulations and any proposed amendments to the CPPs or MPPs; and
 - b. describes the work to be performed by the regional planning section to achieve each milestone, the work to be performed by DPER to achieve each milestone and the expected coordination between the two to achieve each milestone. For each milestone date, the schedule shall describe the relevance of the date to the comprehensive plan update process in accordance with K.C.C. chapter 20.18, any amendment or update to the CPPs, or amendment to the Vision 2040 report, including but not limited to the MPPs.
- B. Each follow-up report required by this proviso shall include, but not be limited to, as to each scheduled milestone in the reporting period:
 1. Whether the milestone was achieved and, if not, an explanation of why not; and
 2. Whether the approved plan allocating the work to be performed between DPER and the regional planning section was followed and the coordination achieved and, if not, an explanation of why not.

The executive must file the plan and motion required by this proviso by March 15, 2015, in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff, the policy staff director and the lead staff for the transportation, economy and environment committee, or its successor.

The executive must file the first follow-up report and motion required by this proviso by July 31, 2015, in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff, the policy staff director and the lead staff for the transportation, economy and environment committee, or its successor.

The executive must file the second follow-up report and motion required by this proviso by January 15, 2016, in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff, the policy staff director and the lead staff for the transportation, economy and environment committee, or its successor.

ⁱⁱ The Council requested, and the Executive granted, a two week extension to the April 30 deadline set forth in KCC 20.18.060(B), and agreed to proceed with a scope of work adopted by the Council by May 14, 2015.