

RESOLUTION NO. 3079

RESOLUTION ADOPTING THE CITY'S PUBLIC PARTICIPATION PLAN FOR THE MIDDLE HOUSING GRANT

WHEREAS, the City exercises comprehensive land use planning pursuant to Washington's Growth Management Act (RCW Chapter 36.70A), and under that authority the City intends to complete the scope of work for the Middle Housing grant by June 2024; and

WHEREAS, RCW 36.70A.035 requires that reasonable public participation efforts be conducted whenever housing or development regulations are amended; and

WHEREAS, City staff has drafted a proposed Public Participation Plan, and the City Council finds that the proposed Plan is reasonably calculated to provide notice to property owners and other affected and interested individuals, government agencies, businesses, school districts and organizations, of the middle housing and development regulations scope of work; and

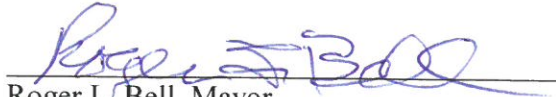
WHEREAS, the City Council further finds that the proposed Plan is intended to broadly disseminate information about the procedures employed to complete the middle housing scope of work and provides for early and continuous opportunities for the public to participate in the update process, consistent with RCW 36.70A.130(2)(a) and .140; and

WHEREAS, the City Council additionally finds that the proposed Plan is consistent with the intent and the procedures for completing the middle housing scope of work as described in the Selah Municipal Code; and

WHEREAS, the City Council concludes that the Plan should be adopted;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Public Participation Plan is adopted in the form attached hereto as "Exhibit A", and such Plan shall guide public participation efforts during completion of the middle housing scope of work.

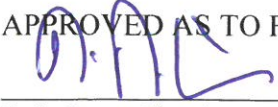
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 9th day of January, 2024.


Roger L. Bell, Mayor

ATTEST:


Kimberly Grimm, Clerk/Treasurer

APPROVED AS TO FORM:


Rob Case, City Attorney

“Exhibit A”

Public Participation Plan Selah Middle Housing Scope of Work

Introduction and background

The City of Selah middle housing scope of work is intended to be a guide regarding the update of the City's 2017 Comprehensive Plan and development regulations. The middle housing scope focuses on Future Land Use densities within the City's Comprehensive Plan Housing Element, housing types, products, and the modification and/or development of new regulations to accommodate the new housing types and densities.

Periodic review and update of the City's 2017 Comprehensive Plan Housing Element and development regulations is necessary to reflect current laws, local needs, new data, correct errors, and/or clarify intent particularly regarding House Bill 1110 on Middle Housing and House Bill 1337 on Accessory Dwelling Units. As the City of Selah continues to grow and change, the City's Comprehensive Plan Housing Element and development regulations are intended to change and reflect the needs and vision of the community.

The City of Selah recognizes that an effective participation process is a vital element in updating and implementation of the middle housing and development regulation scope of work regarding middle housing and accessory dwelling units. The Selah Public Participation Plan (PPP) is a document that guides the city on public outreach and outlines methods and resources used to do so. Selah is committed to providing opportunities to engage the public throughout the development of its middle housing and development regulations scope of work.

The PPP aids the City of Selah by providing a framework for information distribution, public notice, and input on key middle housing planning decisions. It is important to Selah to ensure local governments and agencies, state and federal partners, and the public are aware of the City's middle housing planning development regulation activities. This plan provides an outline of those activities.

The Washington State Growth Management Act (GMA) Revised Code of Washington (RCW) 36.70A, sets forth several state planning goals. Included in the statewide goals is RCW 36.70A.020 (11), which states in part, "Citizen Participation and coordination. Encourage the involvement of citizens in the planning process...". Citizen participation is further addressed in RCW 36.70A.035 Public Participation - Notice Provisions and 36.70A.140 Comprehensive Plan Housing Elements - Ensure Public Participation.

RCW 36.70A.140 of the GMA requires each City planning under the GMA to "establish and broadly disseminate to the public a public participation program". This section of the GMA further requires the city provide for "early and continuous public participation in the development" of the City's Comprehensive Plan Housing Element and any development regulation

amendments.

The development of the public participation program is a responsibility of the City of Selah if the program meets the requirements noted above. The Washington Administrative Code (WAC) 365-196- 600(3) provides recommendations for meeting the public participation requirements of the GMA.

Intended outcomes

The public participation effort is intended to achieve specific desired outcomes, which include:

- A public involvement process that provides clear information to the public on the purpose of middle housing and development regulations scope of work.
- Public meetings and events designed to provide opportunities for all interested parties to be heard, and for people to listen and learn from each other.
- Broad participation of all interested groups and individuals regardless of point of view.
- A transparent process which clearly documents all public input and makes it available for all to review.
- Improve the decision-making process to include the interests and needs of all stakeholders.

Early and continuous public involvement

The City of Selah is committed to encouraging early and continuous public involvement in the middle housing and development regulations scope of work. Methods to encourage public involvement include: a dedicated webpage on the City's website, consistent and regular notification to interested parties throughout the process, Planning Commission Meetings which are open to the public, Open Houses (hosted by the Planning Commission) to solicit public comments, and a Public Hearing before the Planning Commission.

The City of Selah website has a page designed to provide information on the middle housing and development regulations scope of work, post the proposed amendments as they are presented to the Planning Commission, and invite and encourage public comments. The website also provides an opportunity for people to sign up and receive email notifications when proposed amendments are added to the website and are available for review, as well as notification of upcoming Planning Commission and Council meetings where the proposed amendments will be discussed.

The Planning Commission will serve as the primary working group and advisory body for the middle housing and development regulations scope of work and will review and provide input on the planning process in a series of workshops before holding a Public Hearing. The Planning Commission meetings are typically held on the 1st and 3rd Tuesday of the month. These meetings are open to the public and provide an opportunity for public comment. Written and email comments received will also be provided to the Planning Commission for consideration.

A general open house will be conducted following the initial Planning Commission study sessions and prior to the issuance of a State Environmental

Policy Act (SEPA) Threshold Determination for any proposed amendments. The invitation to the Open House will be distributed through all public notification avenues available to the City including flyers, press releases, posting at City Hall and the Selah Library, the City's website, and email notification to established email lists.

A Public Hearing will be conducted by the Planning Commission to solicit public comments prior to forwarding a recommendation to the City Council.

Participation methods

Several recommendations for meeting the GMA public participation requirements are included in WAC 365-196-600(3.a), which emphasizes the importance of involving the broadest cross-section of the community into the planning process. Moreover, the WAC encourages jurisdictions to involve groups not previously involved in planning to become involved in the development of middle housing and the city's development regulation scope of work and process. The following are the events proposed for the City of Selah citizen participation process.

1. Communications programs and informational services - as staff and budgetary resources allow, the City will include the following citizen participation techniques in the City's citizen participation strategy:

a. Interest groups - including (i.e., Chamber of Commerce, Washington Home Builders Association, environmental agencies, neighborhoods, etc.) and arrange to meet and discuss relevant Comprehensive Plan issues.

b. Community workshops/open houses - including workshops hosted by the Planning Commission to encourage community participation in the completion of the middle housing and development regulations scope of work.

c. Press releases and public service announcements - including information to local newspapers,

2. Public meetings - including a series of public meetings hosted by the Planning Commission on the middle housing and development regulations scope of work to ensure that the city will meet the requirement for "early and continuous" public participation in the planning process.

3. Public hearings - to provide public notice that meets the requirements of RCW 36.70A.020, .035, and .140. The WAC also recommends that the City Council conduct a public hearing prior to final adoption of any recommendations resulting from the middle housing and development regulations scope of work.

4. Written comment - with continuous opportunities for citizens to provide written comment. Written comments may be in the form of letters and other correspondence to the city regarding the middle housing scope of work or comments received electronically on the City's website.

5. Tracking events and actions - with a log of all public participation meetings, events, and actions that the city engages in to provide documentation on the City's effort to meet the requirements of the GMA.

Broad and effective noticing

The public participation requirements of the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC) include notice procedures that are reasonably calculated to provide notice to property owners and other affected and interested individuals of proposed amendments to the Comprehensive Plan Housing Element and development regulation. Examples of notice provisions include:

1. Posting notice at City Hall and the Selah City Library.
2. Publishing a notice in the Selah Journal and Yakima Herald, the City's designated newspaper of general circulation.
3. Notifying public or private groups with known interest in a certain proposal or in the type of proposal being considered.
4. Press release notifying local papers/publications/ news and media outlets such as the Yakima Herald and Selah Journal newspapers.
5. Sending notice to agency mailing lists, including general lists or lists for specific proposals or subject areas.

In addition to the noticing techniques listed above, the city will maintain a dedicated page on the City's website on the middle housing and development regulations scope of work, which may include meeting agendas, minutes, staff reports, etc.