

Dayton Comprehensive Planning 2019

PUBLIC PARTICIPATION PROGRAM

Dayton Planning Commission Recommendation of 12/12/2016

A. PURPOSE AND MISSION:

Public participation is an essential part of the City of Dayton's planning process. This public participation program provides the framework for public input on the review, amendment, and ultimate update of the city's comprehensive plan.

In designing this public participation program, the City of Dayton attempts to involve the broadest cross-section of the community, particularly encouraging both groups and individuals not previously involved in planning. Early, continuous, effective public participation will result in a comprehensive plan that assures the community's desired future, while meeting the mandates of the Washington State's Growth Management Act (GMA).

B. REQUIREMENTS OF THE ACT

GMA requires that the City of Dayton establish procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations. The procedures described below for the City of Dayton Update Process will achieve the following:

1. Early and continuous participation

From the onset of the process, including the creation of the participation program, the Planning Commission and city staff will ensure expansive and effective public involvement by using methods that include surveys, information bulletins, and distribution lists for all interested parties to receive regular notices, meeting advertisements, and updates. The public will be well advised of the opportunities for involvement and particularly encouraged to participate in the drafting and review of the proposed updates to the Comprehensive Plan.

2. Communication and information programs

City staff will use all available means to encourage participation at all levels, through outreach and educational efforts, including presence at public events, appearances at social group meetings, webpage with timely updates for 2019 Comp Plan Update project,

A bulletin-type publication will be posted, and updated regularly, at key locations in the City. This bulletin is designed to describe the Comprehensive Plan and the update process, outline opportunities for public involvement, and provide contact information, including the web site, and email, address for public inquiry and comment. Detailed information and progress reports will be available for local organizations and media outlets, such as local newsletters and news articles. Additionally, social media links *may* be used.

City link to project webpage:

www.daytonwa.com/inside-city-hall/departments/planning-department/long-range-planning/comprehensive-plan-draft-updates

3. Public meetings with adequate notice

All public meetings concerning the Comprehensive Plan will be advertised. Formal public notices will be posted and published in consistent locations.

- Dayton City Hall, 111 S. 1st Street, Dayton
- Dayton Memorial Library, 111 S. 3rd Street, Dayton
- Dayton Mercantile, 516 West Main Street, Dayton

Notice in the city official newspaper will be published at key times for public involvement. Interested parties will be further notified through an email notice distribution list, providing process updates and meeting details.

4. Provisions for open discussion

Open discussion will result from a fair and open process, with various opportunities for public input. Public workshops will be advertised and made accessible to the broadest audience possible. Discussion will be ensured and encouraged by holding workshops, welcoming stakeholders to review drafts, holding public hearings prior to adoption of amendments, and well-noticed public comment periods.

5. Opportunity for written comments

Written comments will be accepted and encouraged at all venues and in various forms, including email messages. Notice of public comments periods will encourage written comments and provide contact information, especially on draft comprehensive plan updates. Comments should be addressed to the City of Dayton Planning Dept., 111 S. 1st Street, Dayton, Washington 99328; PH 509-540-6747; or E-mail kscharer@daytonwa.com.

Planning staff will encourage public comments be in writing so they can be forwarded to the DPC and be officially recognized, and/or to the City Council for recognition. Comments will be posted on the project webpage for easy access by the DPC and City Council.

6. Consideration and “fair response” to public comments

All written comments on draft proposals and alternatives will be accepted and brought to the attention of the Dayton Planning Commission for their consideration. Written comments will also be kept on file for public review.

City Planning Staff will acknowledge the receipt of written comments by sending a reply when comments include a mailing or email address. Those commenting via email will receive notification of following opportunities for involvement.

7. Broad dissemination of proposals and alternatives

Draft proposals and alternatives will be broadly disseminated to the community. A bulletin-type publication, posted at the locations below to provide general information about the process, will direct the public to the project webpage and city hall for reviewing the materials.

- Dayton City Hall, 111 S. 1st Street, Dayton
- Dayton Memorial Library, 111 S. 3rd Street, Dayton
- Dayton Mercantile, 516 West Main Street, Dayton

C. PROGRAM POLICIES AND PROCEDURES:

Throughout the Comprehensive Plan update process, the City of Dayton will maximize citizen involvement opportunities and maintain compliance with DMC Title 10 provisions regarding notice and comment periods. However, this participation program specifically details the comprehensive update process, striving for city-wide participation as opposed to the previous annual comprehensive amendment process which tends to focus on isolated issues or properties. Efforts will continue to make the process open and accessible to all concerned parties and to make related materials and presentations easily understood by the citizens of Dayton.

1. STAGES of the COMPREHENSIVE UPDATE PROCESS:

a. **Visioning Stage: Review of the Comprehensive Vision and Goals**

Public participation efforts begin with a visioning process in which the public is invited to participate to broadly define the desired community future. Workshops will be held preferably at City Hall or other venues to encourage attendance.

Broad community discussions have already started through the “Community Conversations” held in May and August 2016 by the Walla Walla Community Council, www.wwCommunityCouncil.org and Pomegranate Center, www.Pomegranate.org. These two organizations have provided Dayton with a jump start in the City visioning process by the community conversations determining the top priorities on the regional level and other important topics identified more locally.

From there, a review of the existing Comprehensive Plan’s vision, goals, policies, and implementation strategies will be completed to determine how best to revise the current plan. Additionally, within the discussion on the community’s vision and implementation strategies, Columbia County-wide planning policies and Washington State mandates will be examined. As the foundation for the update, the visioning results will be presented to both the Planning Commission and the City Council for further feedback and recommendations.

b. **Drafting Stage: Update Drafts to Support Revised Goals and Visions**

The actual development of the concepts for the update will be through open-membership, community-based and technical-based focus groups. Members of the City Council and Planning Commission will be included in these forums.

Draft updates will be reviewed during a comment period. Documents will be distributed to the community and to various stakeholders and agencies. Workshop/discussion groups will be held for additional policy and objective evaluation.

Finally, the Planning Commission and the City Council Committees will co-host public workshop(s) on the draft update before staff finalizes the update for formal public hearings.

c. Adopting Stage: Proposed Updates for a Comprehensive Revision

The Comprehensive Plan Update will be conducted through public, noticed hearings at which community members and interested parties will be encouraged to participate. Public Hearings will be held by the Planning Commission with notices and written comment periods. At hearings, all persons desiring to speak will be allowed to do so, consistent with time constraints. Optionally, the City Council may also choose to hold public hearings before adoption.

2. ROLES in the COMPREHENSIVE UPDATE PROCESS:

- a. As outlined above, the Dayton Planning Commission and/or City Council Committee will hold workshops during the update process for the Comprehensive Plan. Following the City Council's final adoption of comprehensive plan updates and supplemental development regulations, the DPC will monitor implementation and compliance. The DPC will hold public meetings to provide information on how implementation is progressing and to receive public input on further changes that may be needed. When amendments are proposed for adoption, the same public hearing procedure should be followed as attended in the update adoption process. Public participation and comprehensive planning are iterative and continuous.
- b. Planning staff will provide frequent progress reports on the update to the DPC and the City Council, including verbal reports during regular meetings. Focus group work, each officially chaired by a Dayton Planning Commissioner, will be coordinated through staff, and presented as a whole to the public, the Planning Commission, and the City Council.
- c. Members of the Planning, Public Works, and the City Clerk's Office, and other agencies will provide technical assistance throughout the process, which may include attendance at neighborhood meetings, focus group meetings, and other opportunities.
- d. The City will support the review and participate in meetings for amendments to any County Wide Policies and UGA boundary amendments as may be proposed by Columbia County. Additionally, the City will support and participate in development of goals, policy, and objectives of special districts, and other area organizations when connected to the interests of the City of Dayton.

Appendix A

Interested Parties and Stakeholder Audience - Outreach Type

Key Stakeholder	Example	Outreach Examples
Council Commissions	<ul style="list-style-type: none"> • City Council • Planning Commission • Historic Preservation 	<ul style="list-style-type: none"> • Staff Briefings • Work Sessions (open to the public) Visioning & GPO • Commission briefings (open to public) • Public Meetings • Public Hearings
Advisory Committees	<ul style="list-style-type: none"> • Technical Advisory Committee • Citizen Advisory Committee • City Council Committees 	<ul style="list-style-type: none"> • Work Sessions (open to the public) Visioning & GPO • Committee Meetings (open to the public)
General Public	<ul style="list-style-type: none"> • Property owners • Other interested parties 	<ul style="list-style-type: none"> • Orientation Meetings • Focus Groups • Public Hearings • Website • Email Updates • City-Wide Mailing/ Utility Billings • Targeted Mailings • Newspaper Notices • Posters and Bulletin • Board Postings • City Gatherings/Festivals
Specific Interest Groups	<ul style="list-style-type: none"> • Port of Columbia • Historic Preservation • Dayton Development • Downtown Merchants • Chamber of Commerce • Columbia Coalition • Organized Sports Teams • Senior Citizens • Schools 	<ul style="list-style-type: none"> • Attend organization or interest group meetings • Meetings for specific topics • Targeted Mailings

Appendix B

GMA Laws and Rule References:

RCW 36.70A.020 GMA Goal 11: Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

RCW 36.70A.035 Public Participation Notice Provision

RCW 36.70A.140 Comprehensive Plans, Ensure Public Participation

RCW 36.70A.020 - Planning goals.

The following goals are adopted to guide the development and adoption of comprehensive plans and development regulations of those counties and cities that are required or choose to plan under RCW 36.70A.040. The following goals are not listed in order of priority and shall be used exclusively for the purpose of guiding the development of comprehensive plans and development regulations:

- (1) Urban growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- (2) Reduce sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
- (3) Transportation. Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
- (4) Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- (5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- (6) Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
- (7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
- (8) Natural resource industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.
- (9) Open space and recreation. Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.
- (10) Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
- (11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
- (12) Public facilities and services. Ensure that those public facilities and services necessary to

support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

(13) Historic preservation. Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.

[2002 c 154 § 1; 1990 1st ex.s. c 17 § 2.]

NOTES: For a 14th goal: See RCW 36.70A.480.

36.70A.035 Public participation—Notice provisions.

(1) The public participation requirements of this chapter shall include notice procedures that are reasonably calculated to provide notice to property owners and other affected and interested individuals, tribes, government agencies, businesses, school districts, group A public water systems required to develop water system plans consistent with state board of health rules adopted under RCW 43.20.050, and organizations of proposed amendments to comprehensive plans and development regulation. Examples of reasonable notice provisions include:

- (a) Posting the property for site-specific proposals;
- (b) Publishing notice in a newspaper of general circulation in the county, city, or general area where the proposal is located or that will be affected by the proposal;
- (c) Notifying public or private groups with known interest in a certain proposal or in the type of proposal being considered;
- (d) Placing notices in appropriate regional, neighborhood, ethnic, or trade journals; and
- (e) Publishing notice in agency newsletters or sending notice to agency mailing lists, including general lists or lists for specific proposals or subject areas.

(2)(a) Except as otherwise provided in (b) of this subsection, if the legislative body for a county or city chooses to consider a change to an amendment to a comprehensive plan or development regulation, and the change is proposed after the opportunity for review and comment has passed under the county's or city's procedures, an opportunity for review and comment on the proposed change shall be provided before the local legislative body votes on the proposed change.

(b) An additional opportunity for public review and comment is not required under (a) of this subsection if:

- (i) An environmental impact statement has been prepared under chapter 43.21C RCW for the pending resolution or ordinance and the proposed change is within the range of alternatives considered in the environmental impact statement;
- (ii) The proposed change is within the scope of the alternatives available for public comment;
- (iii) The proposed change only corrects typographical errors, corrects cross-references, makes address or name changes, or clarifies language of a proposed ordinance or resolution without changing its effect;
- (iv) The proposed change is to a resolution or ordinance making a capital budget decision as provided in RCW 36.70A.120; or
- (v) The proposed change is to a resolution or ordinance enacting a moratorium or interim control adopted under RCW 36.70A.390.

(3) This section is prospective in effect and does not apply to a comprehensive plan, development regulation, or amendment adopted before July 27, 1997. 015 c 25 § 1; 1999 c 315 § 708; 1997 c 429 § 9.]

RCW 36.70A.140 Comprehensive plans—Ensure public participation.

Each county and city that is required or chooses to plan under RCW 36.70A.040 shall establish and broadly disseminate to the public a public participation program identifying procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans. The procedures shall provide for broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments. In enacting legislation in response to the board's decision pursuant to RCW 36.70A.300 declaring part or all of a comprehensive plan or development regulation invalid, the county or city shall provide for public participation that is appropriate and effective under the circumstances presented by the board's order. Errors in exact compliance with the established program and procedures shall not render the comprehensive land use plan or development regulations invalid if the spirit of the program and procedures is observed.

[1995 c 347 § 107; 1990 1st ex.s. c 17 § 14.]