



City of Stevenson

Planning Department

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TO: Planning Commission
FROM: Ben Shumaker
DATE: January 22nd, 2024
SUBJECT: 2024 Work Plan

Introduction

This memo presents the Planning Commission with the City Council's Strategic Plan priorities and a list of projects for the Planning Commission to prioritize for action at their meetings.

City Council Strategic Plan

The City Council established 3 focus areas for City Hall over the next few years. Each focus area has 3 to 5 specific strategies to prioritize, and each strategy is associated with an evolving number of tactics and action items. The tactics are assigned to different staff leads or team members. The interactive plan is online at:

<https://city-stevenson-wa-clear.doc.cleargov.com/56/349/d>

Planning-Related Tactics

The Planning Department is involved in the following projects to advance the Strategic Plan:

- **Organizational Health and Sustainability**
 - CloudPermit System Implementation – Not supported by external funding. An online portal for building permit application and review will be place in the winter of 2023-2024. An online portal for planning permit application will follow in 2024. Planning Commission involvement is generally not expected.
 - Informed Consent Training – Not supported by external funding. City leadership is involved in efforts to systematize and better integrate public involvement into public projects. Training has occurred, will continue, and will be reflected in project processes. Planning Commission involvement is generally not expected.
 - Review Development and Plan Review Fees – Not supported by external funding. Building permit fees have been updated to ensure consistency with Skamania County. An omnibus fee schedule update is under consideration. Planning Commission involvement is generally not expected.
- **Build and Maintain the Municipal Infrastructure**
 - Establish Parking Fee In-Lieu Program – Not supported by external funding. This program is included as part of a suite of parking related plans, program and code changes are anticipated for Planning Commission/City Council review in the winter of 2023-2024.
 - Modify Parking Regulations – Not supported by external funding. Changes to on-street parking (SMC Title 10) are under consideration as part of a suite of parking related plans, program and code changes are anticipated for Planning Commission/City Council review in the winter of 2023-2024.
 - Establish Parking Improvement Plan – Not supported by external funding. Based on the Parking Advisory Committee's guidance, this plan will include projects to increase the inventory of both accessible curbside parking spaces and municipal parking spaces. It is part of a suite of parking related plans, program and code changes are anticipated for Planning Commission/City Council review in the winter of 2023-2024.
 - Utilities (Maintenance and Growth). Broadly – Planning staff is involved to conceptualize, prioritize, and obtain external funds to support utilities and streets on an ongoing basis. Planning Commission involvement is generally not expected.

- Develop Shoreline Access Plan – Plan creation supported by a Department of Ecology grant. A plan has been developed and adopted. The plan recommends amendments to the Shoreline Master Plan. These amendments have not been initiated and will require Department of Ecology approval prior to final adoption by the City. If prioritized, Planning Commission leadership on the amendments should be anticipated.
- Develop Parks Plan – Supported by a \$100k grant from the Recreation and Conservation Office. The City is leading a coalition including the County, Pool, Port and School to identify parks and recreation needs and prioritize improvements. The Plan is expected to be completed in Spring 2024. Limited Planning Commission review anticipated.
- Develop a Broadband Plan – Supported by technical assistance from MCEDD. Broadband needs and priorities identified for state review in advance of several new funding programs. Opportunities for and feasibility of fiber to the premises (FTTP) projects completed. Funding and/or partnership requests will follow. Planning Commission involvement is generally not expected.
- **Improve Land Use and Development Planning**
 - Development Review – Not supported by external funding and not specifically identified in the Strategic Plan. An unknown amount of development activity will occur in the coming year. Subdivision, conditional use, and shoreline permits all involve Planning Commission review. The amount and timing of these requests cannot be predicted.
 - Update Engineering Standards – Not supported by external funding. The Public Works Department is leading this effort, which controls how water, sewer, street, and storm systems are designed, installed and permitted. Planning Commission involvement expected when drafts or alternatives are identified.
 - Modify Parking Regulations – See also above. Not supported by external funding. Changes to off-street parking requirements (SMC Title 17) are under consideration as part of a suite of parking related plans, program and code changes are anticipated for Planning Commission/City Council review in the winter of 2023-2024.
 - Establish Parking Fee In-Lieu Program – See above.
 - Establish Annexation Policy – Not supported by external funding. The annexation policy will provide guidance for property owners initiating annexations. It will not advance City-initiated annexations. The Annexation Policy subcommittee of the Planning Commission is awaiting City Council decisions on public utility policies. Planning Commission involvement anticipated in Spring 2024.
 - Zoning/Minimum Density Requirements – See also attached. Not supported by external funding. The City Council has given little guidance on the scope of this effort and there is substantial room for Planning Commission leadership.
 - Align Zoning and Street Standards with Skamania County for Urban Growth Boundary – Not supported by external funding. Efforts to engage Skamania County leadership have been initiated but delayed in 2023 while staffing changes in the Skamania Community Development and Public Works departments have occurred. There is substantial room for Planning Commission leadership and partnership with Skamania County policy makers.

Tactics to Consider Prioritizing

As the above projects are undertaken, some preliminary planning will need to occur for the next set of projects. Their scope and duration are yet to be developed and Planning Commissioner leadership can be incorporated in several ways.

- **Improve Land Use and Development Planning**
 - Zoning/Minimum Density Requirements – See also attached. Outside funding is not anticipated.
 - Zoning Text Amendment: When the City reduced the front yard setback in the R3 Multi-Family Residential District from 15' to 10', the street side yard was not addressed. This standard remains at 15' and seems incongruent with the flexibility provided in the front yard. A short text amendment could address this issue. Planning Commission involvement in this project will likely only require 1 meeting.
 - Zoning Map Change: Staff has been in discussions with at least 5 property owners regarding their desires to complete a zone change proposed in 2021. Two of these property owners are adjacent lots and a third is separated from the other 2 by 3 other lots. These owners could either collaborate on a rezoning request, or the Planning Commission could initiate the discussion as an area-wide amendment (limited to approximately 6 lots). Planning Commission involvement in this project will likely require 2 to 3 meetings.

- **Others** (Not specifically identified within the Strategic Plan)
 - Comprehensive Plan Amendment Cycle – Not supported by outside funding. No comprehensive plan amendments were submitted this biennium. In advance of the next biennial cycle, Planning Staff intends to prepare an amendment for public review. This amendment will focus on incorporating the Downtown Plan for SUCCESS! into Goal 4 and building consistency between the plan and the pending parks plan. The proposal would not be reviewed by the Planning Commission until January 2026.
 - Comprehensive Plan: Background Maps – No supported by outside funding. As the Public Works Department digitizes its maps for display in GIS, the Background Maps in Chapter 4 of the Comprehensive Plan can be updated to display more current information. Planning Commission involvement in this project will likely only require 1 meeting.

Prepared by,

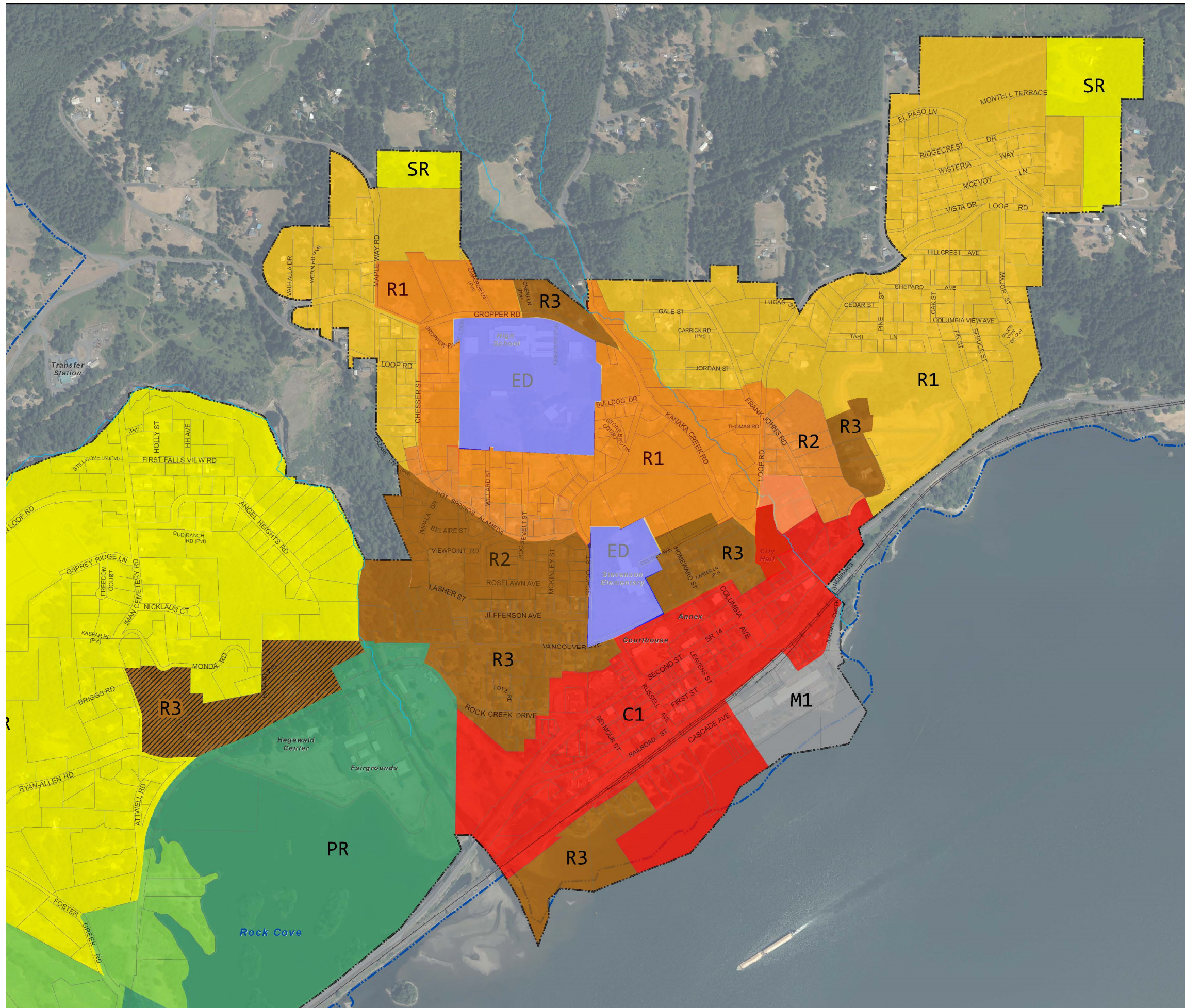
Ben Shumaker
Community Development Director

Attachments

- Status Report as of 2021 on recommendations related to the housing market
- Zoning Map/Past amendment concepts

Attachment 3 – Scope/Status of Potential Amendment

Potential Amendment Topic	Status
2020 Skamania County Housing Needs Analysis	
Expand Accessory Dwelling Unit Flexibility Allow Duplexes in R1 Align Zoning with Water/Sewer Plans & Improvements Consolidate R2 & R3 Districts Reduce Minimum Lot Size in R2, R3, & CR Districts Permit Senior Housing Options in R3 Conditionally Permit Senior Housing Options in R2 Permit Live/Work Spaces in C1 District Allow Lot Size Averaging Reduce Setbacks Increase Maximum Lot Coverage Develop Shadow Platting Requirements Rezone Areas near Frank Johns Road, Loop Road, Vancouver Avenue, School Street Allow Utility Extension Beyond City Limits Subject to Annexation Agreements Jointly Plan with Skamania County through an Intergovernmental Agreement Perform City/County Fiscal Analyses of Annexation Jointly Pursue Funding for Utility Extensions Identify Publicly-owned Properties Suitable for Housing Acquire Tax-Delinquent Properties Pursue Community Land Trust Develop Regional [Wetland] Mitigation Banking Lobby Legislature for Homestead Taxation Authority	Not Considered Not Considered Being Discussed Being Discussed Adopted (R3/CR) Being Discussed (R2) Considered, Rejected Not Considered To Be Discussed Adopted Adopted (R3) Being Discussed (R2) Adopted (R3) Being Discussed (R2) To Be Discussed Being Discussed Being Discussed Not Considered Unrelated to Zoning Unrelated to Zoning Unrelated to Zoning Unrelated to Zoning Unrelated to Zoning Unrelated to Zoning Unrelated to Zoning
Draft Downtown Plan for SUCCESS!	
Establish Sub-Zones within Downtown Area to Guide Location of Housing Reduce Residential Parking Requirements Conditionally Approve Parking Reductions for Senior and Affordable Housing Conditionally Approve Other Parking Reductions Develop Fee-in-Lieu of On-Site Parking Requirements Incentivize Mixed-Use via Parking Reductions Reduce Parking for Food Service Uses & Retail Stores Expand Off-Site Parking Options for Hotels Develop Shared Parking Lots Improve Walking/Biking Routes to Shared Parking Lots Expand Options for Joint-Use of Parking Agreements Facilitate Innovation through Bikeshares, Employee Cash-out Programs, etc. Establish Minimum Densities for new Housing Development	To Be Discussed Adopted Adopted Adopted Adopted Adopted Adopted Adopted Future Discussion Future Discussion Adopted Not Considered To Be Discussed
Others (Incomplete List of Planning Commission-,Public- & Staff-Led Topics)	
Expand R2 & R3 Near Schools Protect Pedestrians Near Driveways Align Loop Road & Frank Johns Road Zoning with Comprehensive Plan Rezone Split-Zoned Parcels	Being Discussed Adopted (R3) Being Discussed (R2) Being Discussed Being Discussed

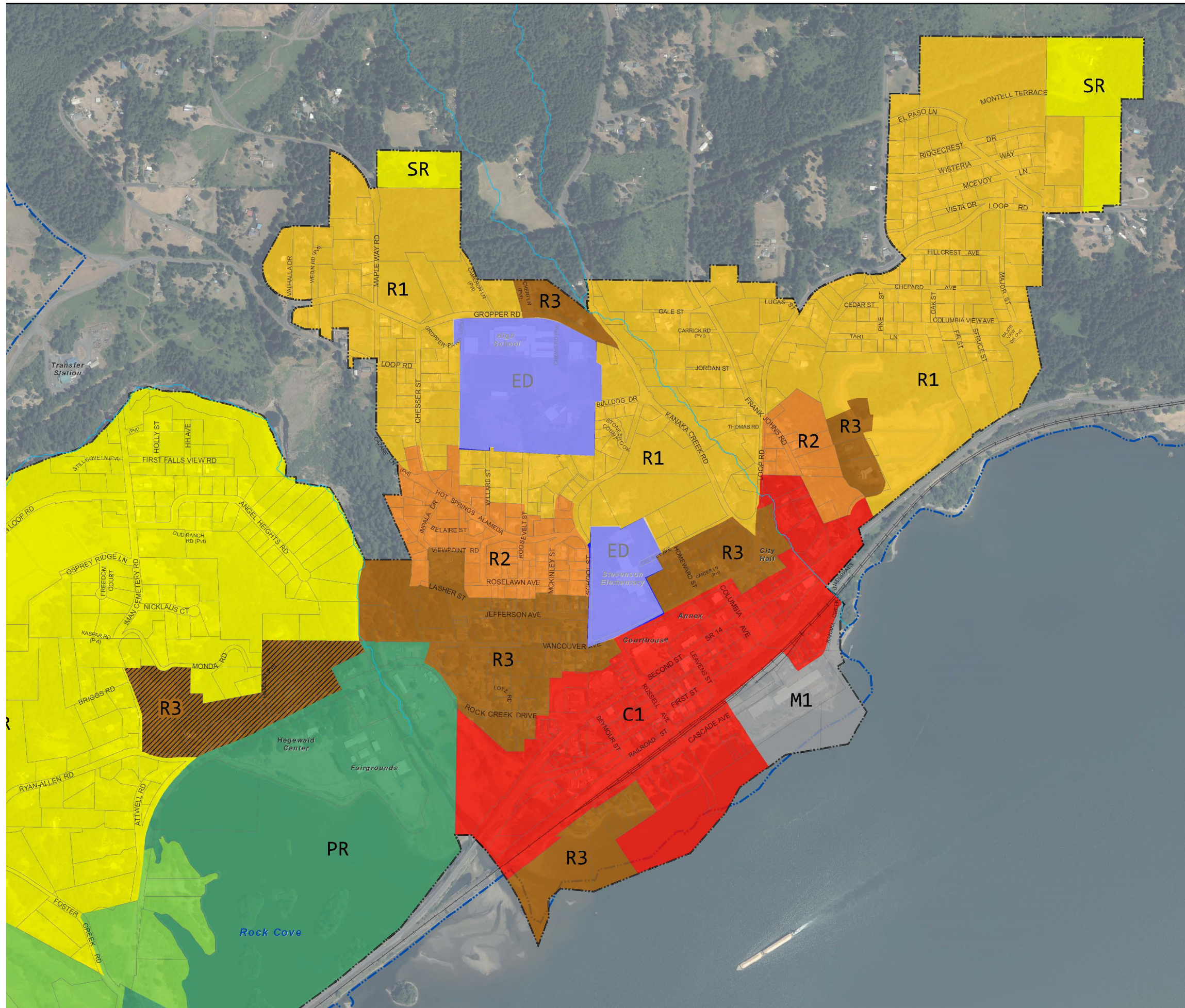


Zoning Map

April 12th Discussion Draft

- Commercial (C1)
- Education District (ED)
- Commercial Recreation (CR)
- Light Industrial (M1)
- Public Use and Recreation (PR)
- Single Family Residential (R1)
- Middle Density Residential (R2)
- Multi-Family Residential (R3)
- Multi-Family Residential Overlay (R3)
- Suburban Residential (SR)

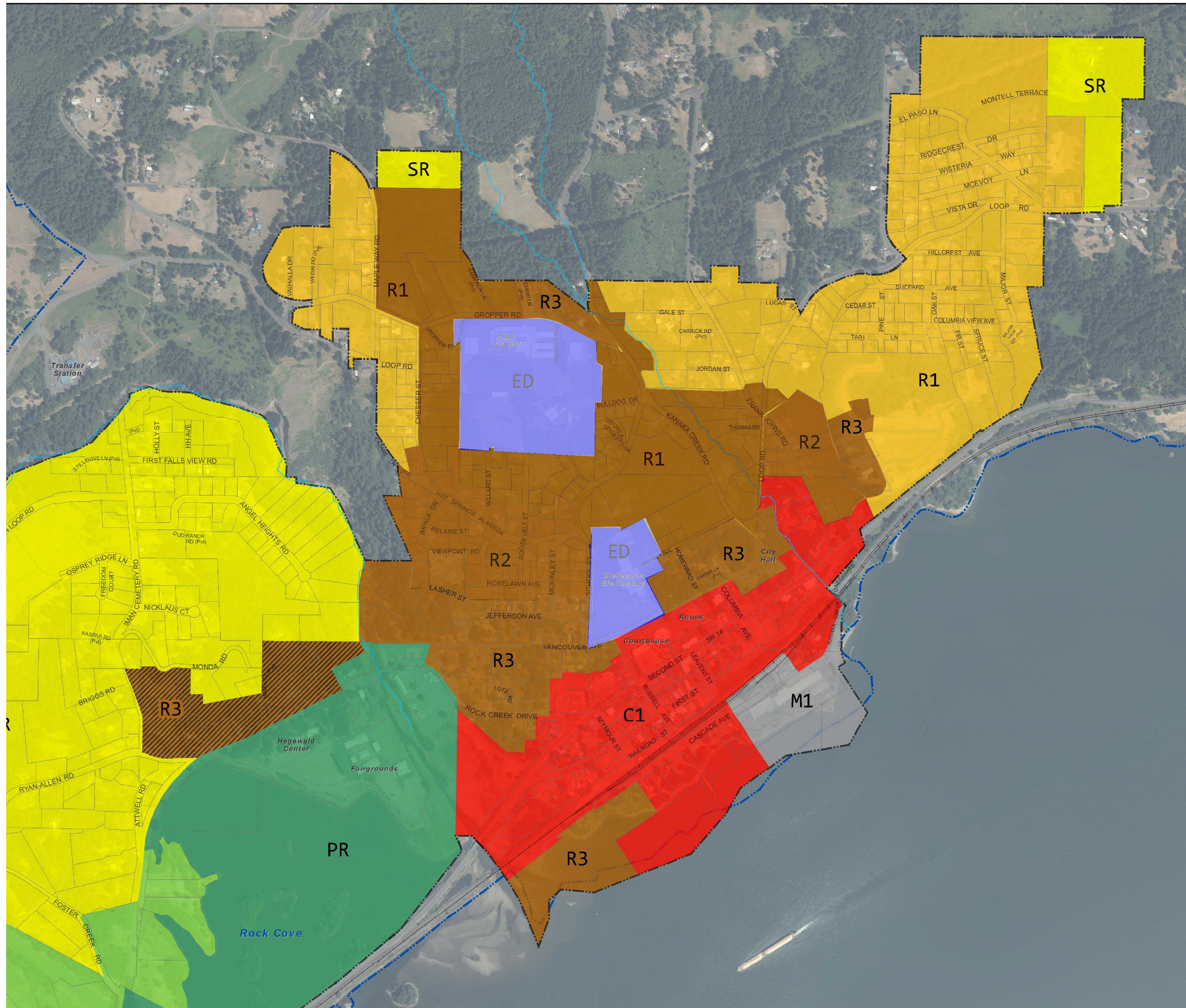
- Stream
- Parcel
- City Limits
- Urban Area



Zoning Map Existing

- Commercial (C1)
- Education District (ED)
- Commercial Recreation (CR)
- Light Industrial (M1)
- Public Use and Recreation (PR)
- Single Family Residential (R1)
- Two Family Residential (R2)
- Multi-Family Residential (R3)
- Multi-Family Residential Overlay (R3)
- Suburban Residential (SR)

- Stream
- Parcel
- City Limits
- Urban Area



Zoning Map

March 8th Discussion Draft

- Commercial (C1)
- Education District (ED)
- Commercial Recreation (CR)
- Light Industrial (M1)
- Public Use and Recreation (PR)
- Single Family Residential (R1)
- Multi-Family Residential (R3)
- Multi-Family Residential Overlay (R3)
- Suburban Residential (SR)

- Stream
- Parcel
- City Limits
- Urban Area