

NOTICE OF TELEPHONIC PLANNING COMMISSION MEETING CITY OF UNION GAP, WASHINGTON

NOTICE IS HEREBY GIVEN that on Tuesday, August 25, 2020 at 6:00 p.m., the Union Gap Planning Commissioners will conduct their regular Planning Commission meeting telephonically, via GoToMeeting (see COVID-19 Public Meeting Procedures below).


COVID-19 Public Meeting Procedures: In accordance with current and ongoing proclamations by the Governor of the State of Washington, (particularly proclamation 20-28) guidance from the State Attorney General on requirements of the Open Public Meetings Act, directives from the State Health Department and Yakima Health District regarding COVID-19, the City of Union Gap has determined that Planning Commission meetings will be conducted telephonically via GoToMeeting until the Governor's Stay at Home order has been lifted.

All interested persons may call-in using the phone number and access code below to listen to the Planning Commission meeting.

To attend telephonically via GoToMeeting: On August 25, 2020 at 6:00 p.m., dial the number below, then enter access code followed by the # sign, and follow the prompts:

Phone Number: 1(872) 240-3412
Access Code: 222-151-685

Dated the 17th day of August 2020.



Karen Clifton, City Clerk

CITY OF UNION GAP
PLANNING COMMISSION AGENDA
REGULAR MEETING OF
August 25, 2020
AT 6:00 P.M

- I. CALL TO ORDER**

- II. APPROVAL OF MINUTES**
 - a. Regular Meeting February 25, 2020**

- III. REGULAR MEETING**
 - a. Shorelands Shoreline Master Program**

- IV. NEXT MEETING AGENDA- September 22, 2020**

- V. ADJOURNMENT**

**UNION GAP PLANNING COMMISSION
REGULAR MEETING OF
FEBRUARY 25, 2020**

Call to Order:

The Regular Meeting of the Union Gap Planning Commission was called to order by Chairman Moore at 6:05 p.m.

**Planning Commission
Members Present:**

Chairman Mike Moore, Commissioner Jeff Shoemaker, and Commissioner Lorena Fernandez were present. Commissioner Imelda Vargas joined meeting at 6:10 p.m.

Staff Present:

Dennis Henne, PW & CED Director; Mike Shuttleworth, Planner; Karen Clifton, Finance Director; and Jenny Valle, Administrative Secretary were present.

APPROVAL OF MINUTES:

Motion made by Commissioner Shoemaker, second by Chairman Moore to approve the Regular & Study Session Meeting minutes of January 28, 2020: Motion carried unanimously.

Regular Meeting:

Chairman Moore continued onto item A. of the regular meeting on the agenda, swearing in new member Lorena Fernandez. Director Henne informed the planning commissioners that Lorena had served on the Park Board for a few years but since Park Board had not been able to achieve a quorum, Lorena expressed interest into the Planning Commission and Council had appointed her at Monday's Council meeting. Finance Director Clifton swore in new member Lorena Fernandez.

Chairman Moore continued on to the next item on the agenda, appointing the chairman position. Chairman Moore stated that he was still interested in being chairman. Commissioner Shoemaker stated that he nominated Chairman Moore to still be the chairman, Commissioner Vargas second: Chairman Moore will continue to be chairman. Planner Shuttleworth asked the commissioners if they wanted to appoint a deputy chairman, commissioners stated that they would like to appoint a deputy chairman in the event that chairman is unable to attend. Commissioner Vargas nominated Commissioner Shoemaker as deputy chairman, Commissioner Fernandez second: Commissioner Shoemaker will be deputy chairman.

Chairman Moore moved on to the next item on the agenda, amending ordinance sections 17.02.020 and 17.04.030. Planner Shuttleworth stated that these amendments had been reviewed at the previous planning commission meeting but that now they were being presented in actual ordinance format. Planner Shuttleworth explained that the City's current zoning codes didn't address these amendments. Audience member Soneya Lund walked to the podium and introduced herself as the Vice President of Rod's House and stated that Rod's House mission was to provide youth and young adults basic necessities such as food and case management for job searching so that the youth didn't experience homelessness and that they had been tasked to build a permanent supportive housing and they were interested in building the new facility across the street from City Hall off of Main St. Director Henne informed planning commissioners that passing these amendments would help staff by adding these uses onto the permitted land use table and staff would be able to address such proposals. Director Henne continued that the location that Rod's House was looking at was zoned Central Business District and that the proposal would still go in front of a hearing examiner. Chairman Moore asked if there would be a motion, Commissioner Shoemaker made the motion to amend sections 17.02.020 and 17.04.030, second by Commissioner Vargas: motion passed.

Chairman Moore moved on to the next item on the agenda, Shorelands Shoreline Master Program. Director Henne informed commissioners that the City had received this acknowledgment from the Department of Ecology that offered the City a \$16,800 grant to update the Shoreline Master Plan and that our planner would be working with commissioners during this process. Planner Shuttleworth informed commissioners that the City is updating the Shoreline Master Plan because some bodies of water are of state

significance and legislation requires it.

MEETING ADJOURNED:

There being no further discussion, meeting adjourned at 6:40 p.m.

Chairman, Mike Moore

ATTEST:

Jenny Valle, Administrative Secretary

Shoreline Master Program Update Public Participation Plan

Background

The City of Union Gap Shoreline Master Program (SMP) is a local land use policies and regulations that guide development on and use of the city shorelines. The City of Union Gap SMP applies to both public and private uses for Ahtanum Creek shorelines, associated wetlands and floodplains within the City of Union Gap. The City of Union Gap SMP protect natural resources for future generations, provide for public access to public waters and shores, and plans for water-dependent uses. The City of Union Gap SMP must be consistent with the Shoreline Management Act (RCW 90.58) and must be approved by the Washington State Department of Ecology.

The City SMP must be reviewed and, if necessary, updated to ensure they remain compliant with state laws and local comprehensive plans. This review must be completed every eight (8) years. The City SMP Periodic Review must be complete no later than June 30, 2021.

The Washington State Department of Ecology (Ecology) provides technical assistance, guidance documents, and grant funding to assist in the completion of the Periodic Review. Ecology's grant contract requires completion of five tasks, designed to ensure local governments complete the required Periodic Review. These tasks are as follows:

1. Project Oversight: Coordination, Management, and Administration

The City will provide project oversight to complete the scope of work in compliance with the grant contract, which includes project coordination, project management, and project administration.

2. Secure Consultant Services

The City has entered into a contract with Yakima Valley Conference of Governments (YVCOG) to complete work in accordance with the scope of work of the grant through Ecology.

3. Public Participation

The City will prepare and disseminate a public participation plan to invite and encourage public involvement in the SMP periodic review consistent with WAC 173-26-090 and local requirements.

4. Review Shoreline Master Program and Draft Revisions, If Needed

The consultant will review the SMP to determine if revisions are needed. To

do this, the consultant will use the Ecology checklist to:

- a. Review amendments to chapter 90.58 RCW and Ecology rules that have occurred since the Shoreline Master Program was last amended and determine if local amendments are needed to maintain compliance.
- b. Review changes to the comprehensive plan and development regulations to determine if the Shoreline Master Program policies and regulations remain consistent with them. Document the consistency analysis to support proposed changes to the SMP or note that Findings of Adequacy would be appropriate.
- c. Conduct additional analysis deemed necessary to address changing local circumstances, new information or improved data.

5. Final Draft SMP or Findings of Adequacy

The City and consultant will conduct the public review process, which at a minimum will include:

- a. Conduct a local public review process for the proposed Shoreline Master Program as provided in the SMA and WAC 173-26. Where amendments to the SMP are proposed they shall contain applicable shoreline goals, policies, or regulations with copies of any provisions adopted by reference. Where no changes are needed, the local process will include a formal Findings of Adequacy.
- b. Assemble final draft amendment or Findings of Adequacy: Assemble a complete SMP final draft amendment in preparation for review and approval by the City Council. Where the review determines that no changes are needed, formal Findings of Adequacy will be prepared.
- c. An Open House may be conducted prior to a Public Hearing on the draft amendments or proposed findings of Adequacy. The Public Hearing will be held by the Zillah Planning Commission. The Planning Commission's recommendation will be forwarded to the City Council for consideration and decision.

Timeline

The City anticipates the draft SMP revisions or Findings of Adequacy will be prepared by February 2021. The public hearing and Planning Commission deliberations would occur shortly thereafter. The City intends to adopt revisions to the SMP or adopt Findings of Adequacy by the May 2021 prior to the deadline for completing the Periodic Review required by state statutes. However, due to the recent COVID-19 pandemic may impact these timelines.

Public Participation Plan

Public engagement is an integral part of this planning process. Engagement

is needed from interested parties including residents, businesses, and stakeholders and agencies. City staff is proposing the follow outreach methods:

Public Meetings

Public meetings to accept feedback during the process will be held. Types of public meetings may include an Open House, presentations or briefings before the Planning Commission, and the public hearing before the Planning Commission.

Comment Forms

Comment forms will be available at public meetings, City Hall, City's SMP webpage, and YVCOG SMP webpage.

Webpage

Uniongapwa.gov

The City SMP webpages will contain information about the update requirements and process, timeline, opportunities to get involved or provide comments. The SMP webpages will also contain all materials and documents for review that are related to the work being conducted.

Planning Commission

Staff anticipate bringing amendments or findings of adequacy to the City Planning Commission in the spring of 2021. The Commission may also receive briefings on the proposal during the process. The Planning Commission will hold a public hearing on the proposal before making a recommendation to City Council.

City Council

The Zillah Planning Commission will make a recommendation to the Zillah City Council on the SMP Periodic Review. The Council may hold additional public meetings/hearings, but it is not required. It is anticipated that City Council will consider the Planning Commission's recommendation and make a decision in the spring of 2021.

How to get Involved

To request to be added to the notification list for this proposal or for more information on how to get involved or comment, please contact either:

Lynn Deitrick, Planning Manager, Yakima Valley Conference of Governments at (509)574-1550 or by email at lynn.deitrick@yvcog.org, or

Dennis Henne, Director, City of Union Gap (509) 248-0432