AGENDA

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER: Mayor Neil Johnson

II. ROLL CALL: Mayor Neil Johnson, Jr., Deputy Mayor Justin Evans, Councilmember Terry Carter, Councilmember Michelle Keith, Councilmember J. Kelly Mc Climans, Councilmember Dan Swatman, and Councilmember Tom Watson.

III. AGENDA ITEMS:

A. Presentation: Josh Metcalf from DM Disposal


C. Planning Commission & Council Open Discussion:

**End of Special Joint City Council/Planning Commission Meeting**

Followed by Regular Council Workshop Items.


IV. EXECUTIVE/CLOSED SESSION:

Pursuant to RCW 42.30.110 and/or RCW 42.30.140, the City Council may hold an executive or closed session. The topic(s) and duration will be announced prior to the session.

V. ADJOURNMENT

For citizens with disabilities requesting translators or adaptive equipment for communication purposes, the City requests notification as early as possible prior to the meeting regarding the type of service or equipment needed.

The City Council may act on items listed on this agenda, or by consensus give direction for future action. The Council may also add and take action on other items not listed on this agenda.
CITY COUNCIL WORKSHOP
January 21, 2020
6:00 P.M.

DRAFT MINUTES

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER: Mayor Neil Johnson Jr., called the workshop to order at 6:00 p.m.

II. ROLL CALL: Deputy City Clerk Sadie Schaneman called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Justin Evans, Councilmember Michelle Keith, Councilmember James (Kelly) McClimans, Councilmember Dan Swatman, and Councilmember Tom Watson. Councilmember Carter was not in attendance.

Councilmember Swatman moved to excuse the absence of Councilmember Carter. Councilmember Watson seconded the motion.

Motion approved 5-0.

Staff members in attendance were City Administrator John Vodopich, Police Chief Bryan Jeter, Chief Financial Officer Cherie Reierson, Interim Public Services Director Ryan Johnstone, Assistant City Engineer Doug Budzynski, and Deputy City Clerk Sadie Schaneman.

III. AGENDA ITEMS:

Mayor Johnson asked Council to add AB20-08 – Resolution 2811 to the Agenda as Item E for discussion.

Council motioned to accept the revised agenda adding AB20-08 – Resolution 2811 to the agenda as a discussion item.

Motion approved 5-0.

A. Council Open Discussion:

Communities For Families: Councilmember Watson attended the Communities For Families meeting on January 9, 2020. Dr. Laurie Dent talked about the replacement levy and the capital bond for Sumner High School.

Community Summit: Councilmember Watson informed Council of the March 10, 2020 Summit. The Summit is a two day event and starts at 3:00 pm. That day the Public Safety Committee, Finance Committee, and Council Workshop have planned meetings. There was general consensus from Council to place on the February 25, 2020 agenda to cancel Committee Meetings and Council Workshop for March 10, 2020 in order for Council to attend the Summit.
Chamber Collective Luncheon: Councilmember Watson attended the Chamber luncheon on January 16, 2020 at Tahaleh Heights Elementary. Dr. Dent talked about the school bond and Wesley Holmes talked about what they are doing in Tahaleh for the seniors.

Kiosks: Councilmember Watson discussed wanting to clean up the kiosks at all the parks and having the parks spruced up.

Retreat: Councilmember Watson asked Deputy Mayor Evans to think about having a Council Retreat soon to discuss what Councilmembers’ concerns are and ideas they would like to implement.

Social Security: Councilmember Watson reminded the Council that Bonney Lake has a lot of residents that live on social security and to keep in mind the limited funds when planning things for this year.

Natural Disaster Meeting: Councilmember Watson asked if anyone was attending the Natural Disaster Meeting on February 19, 2020. He would like to coordinate a carpool if anyone was interested. Councilmember McClimans and Deputy Mayor Evans showed interest in attending.

Ribbon Cutting: Councilmember Watson informed Council of Emerald Hills Elementary ribbon cutting on January 28, 2020 at 4:45 pm. He would like to attend if possible.

Pierce County Regional Council: Deputy Mayor Evans attended the first Pierce County Regional Council (PCRC) that he chaired. He invited everyone to the General Assembly on February 20, 2020 that will be held at the Pierce County Skills Center. Dinner will be provided by the culinary students that attend the Pierce County Skills Center and there will be a presentation on affordable housing.

Puget Sound Regional Council: Deputy Mayor Evans informed Council that the General Assembly will be on May 28, 2020 at Pioneer Square.


Councilmember Watson reported that he had provided Deputy City Clerk Schaneman with a number of corrections to the draft minutes. There was a general consensus of the Council to move the minutes as revised forward to the next Council meeting for approval.

C. Appointment of Councilmembers to Standing Committees for 2020-2021 Biennium.

Deputy Mayor Evans opened the conversation regarding appointments to the Council Standing Committees. Deputy Mayor Evans had talked with
Councilmembers throughout the week and made the following appointments without objection from the Councilmembers.

**Community Development Committee: Councilmember Swatman, Councilmember Keith and Councilmember Watson.**

**Public Safety Committee: Councilmember Carter, Councilmember Mcclimans and Deputy Mayor Evans – until Councilmember Position 1 is filled.**

**Finance Committee: Deputy Mayor Evans, Councilmember Carter and Councilmember Watson.**

Mayor Johnson pointed out that the Community Development and Public Safety Committees would appoint their own chairperson. By ordinance, the Finance Committee is chaired by the Deputy Mayor.

**Councilmember Watson moved to approve Standing Committee Appointments. Councilmember Swatman seconded the motion.**

Motion approved 5-0.

D. **Discussion:** Process to Select Councilmembers for Vacant Positions.

City Administrator Vodopich noted that Councilmember Randy McKibbin delivered a letter of resignation on January 16, 2020.

City Administrator Vodopich explained the city code to fill vacancies on the City Council. He recommended the City advertise for the remaining term of the vacant position, followed by interviews during an open public session. The Council’s rules state candidates must reside inside City limits. The appointee would serve the remainder of the vacated member’s term through December 2021.

Deputy City Clerk Schaneman presented to Council the option of advertising on the City Website, Social Media, and bulletin boards. The local paper is not widely seen by residents and is no longer covering City news. Council gave general consent to advertise as proposed.

**Councilmember Watson motioned to approve and start advertising for the Councilmember vacancy. Councilmember Swatman seconded the motion.**

Motion approved 5-0.

E. **Discussion:** AB20-08 – Resolution 2811 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington,Authorizing A Professional Services Agreement To Parametrix To Complete The Programming Effort At The SCADA Central Computer As Part Of The SCADA System Upgrade, Phase 6 Effort.
Assistant City Engineer Budzynski presented to Council AB20-08 – Resolution 2811 about a professional services agreement with Parametrix for the SCADA System Upgrades, Phase 6. He explained the costs and the schedule for the project.

Council asked questions about the budget for the project and Chief Financial Officer Reierson answered all questions.

The Resolution was forwarded to the consent agenda for the January 28, 2020 Meeting agenda by the general consensus of the Council.

IV. EXECUTIVE SESSION: None

V. ADJOURNMENT:

At 6:18 p.m. Mayor Johnson, Jr. adjourned the Council Workshop with the common consent of the City Council.

Harwood Edvalson, City Clerk

Neil Johnson, Jr., Mayor

Items presented to Council at the January 21, 2020 Workshop:

(1) AB20-08 - Resolution 2811- Assistant City Engineer Doug Budzinski.

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.
Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER – Mayor Neil Johnson, Jr. called the meeting to order at 6:01 p.m.

A. Pledge of Allegiance: Mayor Johnson led the audience in the Pledge of Allegiance.

B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Justin Evans, Councilmember Terry Carter, Councilmember Michelle Keith, Councilmember J. Kelly McClimans, Councilmember Dan Swatman and Councilmember Tom Watson.

Staff members in attendance were City Administrator John Vodopich, Police Chief Bryan Jeter, Administrative Services Director/City Clerk Harwood Edvalson, Chief Financial Officer Cherie Reierson and Interim Public Services Director Ryan Johnstone.

C. Agenda Modifications: None.

D. Announcements, Appointments and Presentations:


   Laurie Dent, Superintendent of the Sumner-Bonney Lake School District described the District’s accomplishments with the 2016 voted bond and outlined the goals for the proposed bond on the election ballot in February 2020. Assistant Superintendent Kelly Denn assisted with the presentation.

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None.

B. Citizen Comments:

   Dan Decker, 20401 70th St E, said he feels the bike lanes added to SR410 are confusing, and future expenditures for bike lanes should be put to better use.
C. **Correspondence:** None.

### III. COUNCIL COMMITTEE REPORTS:

A. **Finance Committee:** Deputy Mayor Evans reported the Finance Committee met at 5 p.m. this evening. He said the Committee received personnel updates, considered and moved forward Resolution 2812 for Council action at tonight’s Council meeting, and discussed and moved forward Resolution 2813 for Council action on February 11th.

B. **Community Development Committee:** Councilmember Swatman reported the Committee has not yet met this year and has, therefore, not selected a Chairperson.

C. **Public Safety Committee:** Deputy Mayor Evans said the Committee will meet next on February 11th at 3:30 p.m.

D. **Other Reports:** None.

### IV. CONSENT AGENDA:

A. **Approval of Corrected Minutes:** December 3, 2019 Council Workshop, December 10, 2019 Council Meeting and January 14, 2020 Council Meeting.

B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable check/vouchers #84333-#84432 and wire transfers #2020010801 and #2020010802 in the amount of $1,033,221.98. P-Card wire transfer # 2019122001 in the amount of $37,277.73. VOIDS: Ck #83774 – Lost, Reissued Ck #84054 – Lost, Reissued Ck #84245 – Wrong Vendor Paid, applied to correct Utility Account.

C. **Approval of Payroll:** January 1st-15th 2020 for checks #34188-34189 - including Direct Deposits and Electronic Transfers is $680,467.44.

D. **AB20-08 – Resolution 2811** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Professional Services Agreement To Parametrix To Complete The Programming Effort At The SCADA Central Computer As Part Of The SCADA System Upgrade, Phase 6 Effort.

E. **AB20-07 – Motion** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Accept As Complete The Building Card Access System Phase II Project With Building Control Systems.

Councilmember Watson moved to approve the Consent Agenda. Deputy Mayor Evans seconded the motion.
Councilmember McClimans abstained, explaining that due to his personal experience with SCADA systems he is uncomfortable voting for or against Resolution 2811 without receiving more in-depth information.

V. FINANCE COMMITTEE ISSUES:

A. AB20-10 – Resolution 2812 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Reimbursement Contract (#SC-107233) With Pierce County For Senior Services Rendered By The City Of Bonney Lake Up To A Total Of $50,000 During Calendar Years 2020-2021; And Authorizing The Substitutions Of A Senior Center Assistant For A Senior Center Aide Position On The Table Of Authorized Positions In The 2019-2020 City Biennial Budget; And Authorizing The Addition Of A Part Time Grant-Funded Extra-Hire/Senior Position; And The Additional Expenditure Of Revenues Up To $25,000 Per Year In 2020 And 2021.

Councilmember Watson moved to approve Resolution 2812. Deputy Mayor Evans seconded the motion.

Deputy Mayor Evans said the proposed contract was discussed in the Finance Committee meeting. He said staff assured the Committee that additional expenditures would not exceed $25,000 in each of the two years covered by the contract. Councilmember Watson shared his observations that the Senior Center staff are extremely busy. He said he feels the proposed staffing changes are really needed, particularly with the need for senior services increasing in the future. Mayor Johnson said the staff is engaged in finding additional funding wherever it may exist to assist with providing senior services.

Motion approved 6 – 0.

VI. COMMUNITY DEVELOPMENT COMMITTEE ISSUES: None.

VII. PUBLIC SAFETY COMMITTEE ISSUES: None.

VIII. FULL COUNCIL ISSUES:

A. AB20-14 – Discussion/Action - Cancelling the March 10, 2020 Council Meeting to Attend the 27th Annual Community Summit.

Councilmember Watson moved to cancel the March 10, 2020 Council Meeting. Deputy Mayor Evans seconded the motion.
Mayor Johnson said the Council committee meetings may also be cancelled depending on the business items for those committee meetings.

Motion approved 6 – 0.

IX. EXECUTIVE/CLOSED SESSION: None.

X. ADJOURNMENT:

At 6:33 p.m. the Meeting was adjourned by Mayor Johnson with the common consent of the City Council.

Harwood Edvalson, City Clerk

Mayor Neil Johnson, Jr.

Items presented to Council at the Meeting for the record:

1. Pierce County Human Services Agreement – Attachment to Resolution 2812 – Harwood Edvalson, City Clerk

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.
City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: PS/Jason Sullivan – Planning & Building Supervisor
Meeting/Workshop Date: February 4, 2020
Agenda Bill Number: AB20-17

Agenda Item Type: Discussion
Ordinance/Resolution Number: 2814
Councilmember Sponsor:

Agenda Subject: Bonney Lake Planning Commission Work Plan

Full Title/Motion: A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington modifying the Planning Commission Work Plan for 2019 – 2020.

Administrative Recommendation:

Background Summary: On February 4, 2020, the City Council and the Planning Commission will hold a joint meeting as required by BLMC 02.04.1040 to discuss the modifications to the Planning Commission’s 2019 – 2020 Work Plan. As part of Resolution 2735, adopting the 2019 – 2020 work plan, the City moved to only adopting a new work plan every two years. This was done to better coordinate budgetary requests needed to support the work plan with the adoption of the biennium budget. Therefore, the next new work plan will be adopted in late 2020 or early of 2021 for the biennium covering 2021 through 2022. This approach is more consistent with Resolution 2089, which established the requirement for the work plan.

Attachments: Resolution 2814 and 2019 – 2020 Planning Commission Work Plan

BUDGET INFORMATION

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<th>Current Balance</th>
<th>Required Expenditure</th>
<th>Budget Balance</th>
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Budget Explanation:

COMMITTEE, BOARD & COMMISSION REVIEW

Council Committee Review: Approvals:
Date: Chair/Councilmember
Councilmember
Councilmember

Forward to: Consent Agenda: □Yes □No

Commission/Board Review:

Hearing Examiner Review:

COUNCIL ACTION

Workshop Date(s): Public Hearing Date(s):
Meeting Date(s): Tabled to Date:

APPROVALS

Director: Mayor: Date Reviewed by City Attorney:
Ryan Johnstone, P.E. (if applicable):
RESOLUTION NO. 2814

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON MODIFYING THE PLANNING COMMISSION WORK PLAN FOR 2019 – 2020

WHEREAS, the City Council adopted Resolution 2089 requiring the establishment and maintenance of a Work Plan for the Planning Commission to facilitate comprehensive planning and the development of land use regulation in the City; and

WHEREAS, the intention of Resolution 2089 is that the Work Plan is adopted during either the last two months of the previous biennium or the first two months of the new biennium; and

WHEREAS, the City Council and Planning Commission met in joint session on March 20, 2019 to review and discuss the proposed work plan for the current biennium; and

WHEREAS, the City Council passed Resolution 2735 on April 9, 2019 adopting 2019 – 2020 Planning Commission Work Plan; and

WHEREAS, the City Council desires to modify the 2019 – 2020 Planning Commission Work Plan;

NOW, THEREFORE City Council of the City of Bonney Lake do hereby resolve as follows:


Section 2. Changes to the Work Plan. Modifications to the Work Plan will be made consistent with the process provided in Resolution 2089 Section 4.

PASSED by the City Council and approved by the Mayor this _____ day of ______, 2019.

_________________________________________
Neil Johnson, Mayor

ATTEST:

_________________________________________
Harwood T. Edvalson, City Clerk

APPROVED AS TO FORM:

_________________________________________
Kathleen Haggard, City Attorney
Planning Commission
Work Plan
January 2019 – December 2020
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Introduction

The City recognized that the adoption of Bonney Lake 2035, which serves as the city’s comprehensive plan, was not the end of the planning process, and that the City would need to have a road map to implement the policies in Bonney Lake 2035. In order to provide this roadmap, the City adopted an Implementation Element, which provides specific actions that the City will take over the next 20 years. The specific implementation action(s) associated with each task has been identified, creating a direct correlation between the Planning Commission Work Plan and Bonney Lake 2035.

Planning Commission

The Planning Commission was established as an advisory body to the City Council responsible for providing advice and recommendations for Bonney Lake’s future growth (BLMC 2.26.020). Additionally, the Planning Commission is required to review and make recommendations to the City Council on amendments to the comprehensive plan, subarea plans, and development regulations; special planning studies assigned to the planning commission; planning fees, policies, and procedures; and area-wide zoning changes, including zoning related to annexations (BLMC 14.20.020.A)

In 2010, the City Council adopted Resolution 2089 requiring the adoption of a work plan for the Planning Commission within either the last or first two months of the year/biennium. Resolution 2089 requires that the work plan take into account any statutory planning updates required by law, the priorities of the City Council, desires of the Planning Commission, available planning staff or consultant work hours, and the planning related projects or assignments contemplated by the Public Services Director or Mayor’s Office

The Planning Commission Work Plan is developed in concert with the Bonney Lake Planning Commission and the City Council, but may change in response to other legislative requirements, community requests, Council priorities, budget, staff constraints, or other emergency situations.

Tasks

1. Sewer System Plan Update

The City is currently in the process of updating the City’s Comprehensive Sewer System Plan, which outlines improvement strategies and programs to respond to the dynamic requirements of wastewater service in a rapidly growing area. Bonney Lake’s sewer service area includes all of the City and its designated Urban Growth Area, as well as two large areas of unincorporated Pierce County. The current Comprehensive Sewer System Plan was adopted in 2009. Once
the plan has been finalized by the consultant the Planning Commission will hold the required public hearing and provide a recommendation to the City Council.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action-1 and CFS-Action-1.

**Timetable**

- Staff Kick Off: 2016 Q1
- Planning Commission: 2019 Q3
- City Council: 2019 Q4

2. **VISION 2050**

The Puget Sound Regional Council (PSRC) is extending the region’s growth plan to the year 2050. VISION 2050 will build on the region’s existing plan, VISION 2040, with the goal to keep the central Puget Sound region healthy and vibrant as it adds more people and jobs in the coming decades - about 1.8 million people and 1.2 million jobs by 2050. PSRC commenced the update process in late 2017 and is expected to be completed by 2020. During 2018, PSRC will be adopting the official scoping document for the update based on input and comments provided by counties, cities, agencies, interest groups and individuals. The draft version of VISION 2050 is expected to be released in 2019 with adoption scheduled for 2020. VISION 2050 could have a significant impact on Bonney Lake as the City is required to complete a periodic update of the City’s comprehensive plan in 2023, which will be required to be consistent with the updated regional plan.

During the next two years, there will be multiple opportunities to provide comments directly to PSRC and through the Pierce County Regional Council (PCRC). The Planning Commission will be tasked with reviewing these documents and providing comments and recommendations to the City Council and Administration.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action-2, CM-Action-3.

**Timetable**

- Staff Kick Off: 2018 Q1
- Planning Commission: 2018 Q1 – 2020 Q4
- City Council: 2018 Q1 – 2020 Q4
3. **Watershed Protection and Land Use Planning (WPLUP) Project – Phase II**

The City of Bonney Lake is proposing an integrated approach to watershed protection and land use planning. With the assistance of the a NEP Estuary Grant from the Departments of Commerce andEcology, the City completed Phase 1 of the WPLUP Project, which resulted in the adoption of the *Bonney Lake Coordinated Watershed Protection Plan* (WPP) and the *Bonney Lake Centers Plan* (Centers Plan). The WPP included analyses and approaches to managing stormwater in the City. The WPP identifies basin-specific flow control approaches dependent upon specific physical conditions that are present in each basin area. Phase 2 of this planning effort involves working with the Department of Ecology to have the WPP adopted as a Basin Plan as allowed, in Ecology’s *Stormwater Management Manual for Western Washington*. Adopted basin plans may alter and clarify stormwater management minimum requirement approaches when information is provided that demonstrates that the protections are equivalent (Appendix I-A: Guidance for Altering the Minimum Requirements through Basin Planning).

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: C-Action-2, ES-Action-3, ES-Action-4, ES-Action-5, and EV-Action-2. This work is also a requirement of the City’s NPDES permit.

**Timetable**

- Staff Kick Off: 2018 Q2.
- City Council 2020 Q2 Q4

4. **Watershed Protection and Land Use Planning (WPLUP) Project – Phase III**

Phase III of this project, will review and revise the design and development standards for the City’s commercial and residential zoning districts. Staff will look for opportunities to implement form based regulations in order to better achieve the built environment envisioned by the goals of the Centers Plan: walkable and connected; economic activity and opportunity; civic and cultural amenities; high-quality design; coordinated public investments; unique character and identity; and green design. This work effort will include consolidation of some of the existing zoning categories, amendments to the land use matrix, changes to the development standards, and establishing design guidelines. A new Zoning Map and Future Land Use Map will be completed as part of this project to implement the updated development regulations.

The Future Land Use Map of the Community Development Element provides a basis for applying zoning and for making land use decisions. As part of the development of the 2015

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Comment [JS2]: The City is still working with the Department of Ecology. They put it on hold for a nearly a year and then created a new team to review all basin plans. Staff and the consultant have meet with the Department twice. Ecology has requested some additional information which the staff and the consultant are preparing.

Comment [JS3]: Any changes to the residential zoning districts will be determined after the completion of the Housing Action Plan, which is a separate work item. The City recently received a $150,000 grant to complete the housing action plan. A RFP was issued for the preparation of the document and comments are due by February 21, 2020. There are also a number of housing bills in the legislature that could have a significant on the types of housing the City required to allow in residential zones.
Comprehensive Plan update, the City made a number of changes to the Future Land Use Map to further the policies in Bonney Lake 2035. This project will put into effect the land use designations through appropriate area-wide rezones. In addition, as part of this project changes will be made to the City’s Development Regulations to incorporate LID principals and best management practice.


Timetable

- **Staff Kick Off:** 2018 Q2.
- **Planning Commission:** 2018 Q3 – 2019 Q2
- **Design Commission:** 2018 Q3 – 2019 Q2
- **City Council:** 2019 Q3

5. **Critical Areas Code Update**

The City’s Implementation Element of Bonney Lake 2035 directs the City to complete an in-depth review of the City’s Critical Areas Code (Title 16 BLMC – Article II) in 2018 in order to incorporate new information and best practices (C-Action-2 and ES-Action-1). City staff have also identified the following issues that will be addressed during this review:

1. **Regulations for Bonney and Debra Jane Lakes:** The City currently regulates these lakes as wetlands, which means that the standards for protecting wetlands applies to the development adjacent to the lakes. Under these regulations, the adjacent properties are wholly encumbered by wetland buffers, and as a result property owners are required to submit SEPA applications to make property improvements. Additionally, there are no provisions to allow for recreational docks on the lake. In comparison, the property owners on Lake Tapps, a Shoreline of Statewide Significance, can make property improvements without SEPA and can construct docks to allow for recreational use of the lake.

2. **Critical Aquifer Recharge Area (CARA) Regulations:** The City currently regulations CARAs and wellhead protection areas under the same standards, even though the areas have different impacts on the City’s groundwater resources. CARAs are areas that have a direct connection to the aquifer, whereas wellhead protection areas are surface and subsurface land area regulated to prevent contamination of a well or well-field supplying a public water system. Since these two areas are regulated under the same set of regulations
all commercial projects are required to complete a hydrogeological analysis regardless of their connection to the aquifer, and increasing the costs of these projects. This will establish separate standards and mapping for both CARAs and well-head protection areas.

3. **Wetland Buffers Intersected by Roads:** The City’s current regulations for wetland buffers do not take into account buffers that extend across developed roadways or other significantly improved areas. For example, if there is a wetland on the south side of a roadway and the mathematical buffer would extend to the north side of the roadway, the property on the north side is required to honor this buffer even though the roadway significantly impacts the functionality of the wetland buffer.

4. **Stream Classification Verification:** The City currently has mapping and classification of most, but not all, documented streams located within the City. The City plans to field verify the streams within the City to ensure that the correct classification selected by on actual field conditions and not just aerial photos and past classifications.

The updated regulations that will address these issues are required to be based on best available science. The City will also be updating the Environmental Stewardship Element.

This work effort is part of the following implementation measures established in the Implementation Element of *Bonney Lake 2035*: CD-Action-3, ES-Action-A and ES-Action-2.

**Timetable**
- Staff Kick Off: 2018 Q2.
- Planning Commission: 2019 Q1 – 2019 Q2
- City Council 2019 Q2

6. **Shoreline Master Program Update**

The City’s Shoreline Master Program consists of two different adopted documents: the current Shoreline Code (Title 16 BLMC – Article III) and the Shoreline Element of *Bonney Lake 2035*. These documents were adopted on September 23, 2014, nearly three years after the deadline established in RCW 90.58.080(2)(a)(iii). The City is now required to complete a periodic update by June 30, 2019 pursuant to RCW 90.58.080(4)(b)(i). As part of the update the City will need to review the SMP and make amendments deemed necessary to reflect changing local circumstances, amendments to state law, new information, and improved data. The review and update process will be similar to the comprehensive plan periodic review process completed in 2015.

Comment [JS4]: This part of the work was moved to a separate work item entitled 2020 Comprehensive Plan Amendment later in this document.

Comment [JS5]: The City has completed its phase of the periodic update to include the public hearing. In order to adopt the final ordinance, the Department of Ecology for their acceptance, which is required. The materials were provided to the Department of Ecology in August 2019. The City heard back from Ecology in late November. Based on their determination, staff is working on some modifications to the draft amendments be required as part of adopting the final ordinance. Additional Council Action would be required, but a subsequent public hearing is not required.
In addition to the periodic update, amendments to the Shoreline Code will be considered based on issues that have arisen as a result of staff utilization of the regulations over the last three years. One example, the Shoreline Code prohibited utilities in the Aquatic Shoreline Designation; however, the City has a number of utility lines that cross under Lake Tapps. Another example, when the Shoreline Environmental Designations were drawn, a portion of Allan Yorke Park was placed in the Shoreline Residential SED, which prohibits a number of recreational uses that are proposed to be installed as part of the Allan Yorke Master Plan.

Amendments will be required to both the Shoreline Code and Shoreline Element to implement the proposed policies identified in the Centers Plan. For example, one proposal is to allow commercial uses on the property referred to as the Park Place property; however, commercial uses are not allowed on the portion of the property within the jurisdiction of the Shoreline Code.

The City received a $15,000 grant from the Department of Ecology to off-set the cost of completing this mandatory update.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action-2, C-Action-3, and ES-Action-2. This work is also mandatory under the Shoreline Management Act.

**Timetable**

- Staff Kick Off: 2018 Q2.
- Planning Commission: 2019 Q1 – 2019 Q2
- City Council: **2019 Q2 2020 Q3**

**7. Landscaping and Clearing Codes Update**

The City’s Implementation Element of Bonney Lake 2035 identified that the City would complete an in-depth review of the City’s Landscaping and Clearing Codes (Chapters 16.12, 16.13, and 16.14 BLMC) in 2017 in order to incorporate new information and best practices (C-Action-2 and ES-Action-1). This update has been grouped together given the interrelated nature of the topics. The two code sections also share the same Administrative Provisions codified in Chapter 16.12 BLMC.

In addition, as part of this project changes will be made to the City’s Development Regulations to incorporate LID principals and best management practice.

This work effort is also part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: ES-Action-3, ES-Action-6, and EV-Action-3.
8. Title 14 Review

When the City Council adopted the City’s comprehensive plan, Bonney Lake 2035, one of the items included in the Implementation Element was to complete a review of each title within the Development Code (Title 14 – 19) before the next periodic update in 2023. Based on the adopted schedule, Title 14 BLMC – Development Code Administration is up for review by 2020. The purpose of the review is to evaluate the code language to ensure that it is consistent with state law, and to incorporate any new best practices. No specific amendments have been identified at this time.

This work effort is also part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action-2 and EV-Action-3.

Timetable
- Staff Kick Off: 2019 Q4
- Planning Commission: 2019 Q4 2020 Q1
- Design Commission: 2019 Q4
- City Council: 2019 Q3 2020 Q1

9. Annexations

The City has two Potential Annexation Areas (PAA) that will be annexed into the City over the next couple of years utilizing the Annexation by Interlocal Agreement with Pierce County as authorized by RCW 35A.14.460, as the areas share a common boundary with the City of sixty percent (60%) or more. This areas are described below:

- **Country Highlands/Victor Falls Terrace PAA:** The neighborhood area adjacent to Victor Falls Elementary School has been part of the City’s Potential Annexation Area (PAA) for a number of years. This neighborhood primarily consists of the Victor Falls Terrace neighborhood. In 2017, the Pierce County Council amended the Pierce County Comprehensive Plan to identify the Country Highlands area, which is adjacent to the Victor Falls Terrace neighborhood, as a PAA for the City. The City and the Country Highlands/Victor Falls Terrace PAA together share a contiguous boundary of more than sixty percent (60%).

Comment [JS6]: This item has been deferred to the 2021 – 2022 Work Plan.
- **Ponderosa Estates/Wilderness Ridge PAA:** The area is bounded by the City limits on the west and the north, 214th Avenue East on the east, and 112th St. E on the south consisting primarily of the Ponderosa Estates subdivision and Wilderness Ridge subdivision containing approximately 289.45 acres. The PAA and the City of Bonney Lake share a common boundary of sixty-nine percent (69%).

The City’s comprehensive plan also identifies the following areas that may be added as Potential Annexation Areas in the future:

- **214th Avenue:** This area is bounded by the existing city limits on the north, west, and south, and by 214th Avenue East on the east, containing approximately 29 acres. Nearly half of this PAA is covered with wetlands. The City would likely designate most of the area as Open Space Conservancy and zone it as RC-5 to preserve the resources lands. Utilizing Pierce County’s buildable lands methodology, this area would increase the urban growth capacity by 22 housing units. The primary intent of this expansion would be to establish a regular boundary between the City and rural Pierce County. This area would only be added to the Urban Growth Area following a reduction somewhere else in the Pierce County Urban Growth area so that there is no net gain in the overall capacity of the Comprehensive Urban Growth Area (CUGA), which includes all of the cities in Pierce County and unincorporated areas in the County classified as urban.

- **96th Avenue:** This area is bounded by 214th Avenue East on the west, 96th Street East on the north, 234th Avenue East on the east, and the existing City boundaries on the south. It contains approximately 81 acres. The area currently has a residential density of 0.41 housing units per acre. Utilizing Pierce County’s buildable lands methodology, this area would increase the urban growth capacity by 78 housing units and 216 jobs. The intent of this expansion would be to establish a regular boundary between the City and rural Pierce County. This area would only be added to the Urban Growth Area following a reduction somewhere else in the Pierce County Urban Growth area so that there is no net gain in the overall capacity of the County’s Urban Growth Area.

- **Entwhistle:** This area is bounded by 214th Avenue East on the west, the City boundaries on the north, 234th Avenue East on the east, and Entwhistle Road on the south. It contains approximately 97 acres. The area currently has a residential density of 1.55 housing units per acre. Utilizing Pierce County’s buildable lands methodology, this area would increase the urban growth capacity by 55 housing units and 25 jobs. The primary intent is to establish a regular boundary between the City and rural Pierce County. This area would only be added to the Urban Growth Area following a reduction somewhere else in the Pierce County Urban Growth area so that there is no net gain in the overall capacity of the County’s Urban Growth Area.
else in the Pierce County Urban Growth area so that there is no net gain in the overall
capacity of the County’s Urban Growth Area.

- **Rhododendron Park:** This area is bounded by the 198th Avenue East corridor on the
  west, 214th Avenue East on the east, 112th Street East on the north, and the Tehaleh
  Employment Based Community on the south. The area includes approximately 1,859 acres
  of which 465 acres are currently part of the proposed Plateau 465 development at the
  southern end of the area. This area is located within the CUGA, but has not been officially
  identified as a PAA for the City. To identify it as a PAA, the City would need to submit a
  request to Pierce County as part of the County’s comprehensive plan amendment cycle.
  The applications for the next cycle will be accepted in 2020.

In order to prepare for these annexations, the City will complete the following:

1. **Annexation Study:** Staff will prepare a study to evaluate the annexation of the City’s two
   PAAs and the four areas that the City envision as future PAAs. The intent of the study is to
   inform the City Council of the potential impacts of annexing these areas. The report will
   document existing conditions in the each to the PAAs and the possible future PAAs, identify
   preferred land-use alternatives that will be used to inform the pre-annexation zoning and a
   population capacity analysis to determine the existing population and future population
   growth to evaluate the impacts on City services. Subjects that will be addressed in the report
   will include land use, population, housing, employment, critical areas, public services,
   infrastructure conditions, public safety, and the cost of providing services to these areas.

   This work effort is part of the following implementation measures established in the
   Implementation Element of *Bonney Lake 2035*: CD-Action-10.

2. **Timetable**
   - **Staff Kick Off: 2019 Q3**
   - **City Council: 2020 Q1**

2. **Pre-Annexation Zoning:** The City is allowed to adopted zoning designation for the PAAs
   in advance of the annexation pursuant to RCW 35A.14.330. This pre-annexation zoning
   designation would take affect once the properties are officially annexed into the City. This
   work action will assist in making the transition from the County to City quicker and smooth
   as the zoning is already in place. This process also allows the affect citizens become
   engaged in the process at an earlier point and increasing dialogue between the City and
   future residents.
3. **Annexation Interlocal Agreement:** The first step in this annexation process will be for the City Council to pass a resolution directing staff to commence negotiating an Interlocal Agreement with Pierce County for the annexation of the areas pursuant to RCW 35A.14.460(1). This step is scheduled to take place after the City Council has reviewed the annexation study and determined to move forward with the annexations of both or one of the areas. This will allow the City and County Staff to begin negotiating the annexation agreement. Following approval of the Interlocal Agreement by both the Bonney Lake City Council and the Pierce County Council, the City Council would adopt an ordinance officially annexing the areas into the City. Staff will also be required to complete a door-to-door enumeration of the area to comply with the requirements of the Office of Financial Management.

**Timetable**

- **Staff Kick Off:** 2020 Q1
- **Planning Commission:** 2020 Q2
- **City Council:** 2020 Q3

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10.9. **Tiny Home Report Housing Action Plan**

The Puget Sound’s robust economy has made the area one of the fast growing regions which has resulted in a lack of affordable housing. The lack of quality affordable housing is one of the most significant issues facing the region now and in the coming decades. The extent of this crisis is evident in the number of bills that were introduced in 2019 by the Washington State Legislature in attempt address the issue. One of the bills (HB1923) set established grant funds for local jurisdictions to take action to address housing affordability. The City in partnership with the City of Sumner submitted and was awarded a grant of $150,000 to complete a Housing Action Plan for the Cities. This action plan will address housing issues for both Cities and identify implementation action to address the identified issues.

One of those ideas in the proposed legislation to address the lack of housing was the establish regulations that would allow for “tiny houses” to include “tiny houses on wheels” within a jurisdiction. As part of this work effort, staff the consultant will prepare a report that documents the current status of legislation related to tiny homes, proposed changes in
the building code related to these types of structures, and evaluate the possible impacts of allowing these types of units within the City.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: CD-Action-6(4) and CD-Action-7.

Timetable

- Staff Kick Off: 2019 Q4
- Planning Commission: 2020 Q1 - Q2  2021 Q1
- City Council: 2020 Q3 2019 Q4 – 2021 Q1

11. Cultural Arts and Heritage Element

Cultural arts and historic resources are an essential part of building a strong sense of community, understanding community values, and increasing community health and quality of life. A Cultural Element is not a mandatory element required by the Growth Management Act, by including and updating this element the City of Bonney Lake recognizes the importance of cultural arts, history, and community in building a thriving and successful City. The update will focus on updating the history of the City of Bonney Lake and listing historical and cultural resources throughout the community.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action 1, CAH Action 3, CAH Action 5, CAH Action 6, and CAH Action 7.

Timetable

- Staff Kick Off: 2020 Q2
- Planning Commission: 2020 Q3
- City Council: 2020 Q4

12.10. Downtown Civic Campus Master Plan

In 2001 the City initially adopted a plan for the Downtown Civic Campus in order to create a focal point for the Downtown Center. The Civic Campus was envisioned to consolidate a variety of city and civic uses such as a city hall, police station, library, senior center, and a large plaza, park, or other open space capable of hosting social and civic events. Over the last eighteen years, the City has purchased nearly ninety percent (90%) of the civic campus. However, since 2001 there have been a number of other decisions that could impact vision for the civic campus including the construction of the Justice and Municipal Center, the Public
Works Center (2020) and the East Pierce Fire & Rescue’s Headquarters Station (2021). The Pierce County Library District has also adopted a Master Plan and is looking to possibly relocate the library to the Midtown area. Finally, when the Bonney Lake Center’s Plan was adopted in 2017, one of the identified implementation measures was to develop an updated master plan for what is identified as the Civic Campus. This could be accomplished by either preparing a master plan or issuing a Request for Proposals for the development of the area. If the Council moves forward with the RFP, there would not be a Planning Commission component.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: CD-Action-1 and EC-Action-6.

**Timetable**

- Staff Kick Off: 2020 Q1
- Planning Commission: 2020 Q3 – 2020 Q4
- City Council: 2020 Q1 – 2020 Q4

### 13.11. **Capital Improvement Plan (CIP) 2020**

**Comprehensive Plan Amendments**

**A. Environmental Stewardship**

The update of the City’s Critical Areas Code, Urban Forestry, and Landscaping Code some amendments are necessary to the Environmental Stewardship Element. Additionally, a section on resiliency will be added to the element.

**B. Community Facilities and Services Element**

The City’s Comprehensive Plan is required to have a six year Capital Improvement Program (CIP) identifying capital facilities for growth and the projected funding capacities identified for those project pursuant to RCW 36.70A.070. Additionally, the City is required to have items listed on its CIP in order to allocate budgetary funds to the project. Capital facilities include all of the City’s facilities: water, sewer, storm, streets, buildings, and parks. The City’s current six year CIP ends in 2020; therefore, the City is required to update the CIP. The 20 year project list in the water, sewer, and stormwater comprehensive plan are not sufficient to comply with the requirements of RCW 36.70A.070. The projects from the six-year Transportation Improvement Plan (TIP) are included as part of the list of projects. However, the TIP does not fulfill the CIP required...
as it does not include a demonstration that the finance will be available for the projects as required under the GMA.

Planning staff will need to work with Engineering, Parks, Public Works, and Finance to complete the CIP. Since the comprehensive plan can only be amended once a year, the adoption of the CIP will be included with the 2020 comprehensive plan amendments scheduled to be adopted in December of 2020. This will also allow the CIP to be completed in concert with the next biennium budget. WAC 365-196-415(2)(c)(i) recommends that the CIP be updated every two years as part of the biennium budget by this is not a requirement.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: CFS-Action-1.

**Timetable**

- Staff Kick Off: 2020 Q1/Q3
- Planning Commission: 2020 Q3
- City Council: 2020 Q4

**14. SEPA Code Update**

The City’s SEPA Code was scheduled to be reviewed and updated in 2015; however, due to staff levels at the time the code was never reviewed as envisioned in the Implementation Element. Additionally, in 2013, the Department of Ecology gave local jurisdiction the option to increase the threshold for when a SEPA review is required, in order to decrease the time and expense for smaller projects. The reason behind the change was a recognition that when the SEPA statute was enacted by the Washington State Legislature in the mid 1970’s local jurisdictions did not have development regulations to mitigate for environmental impacts (e.g. impact fees, critical area regulations, design review standards, system development charges, public noticing requirements etc.). As a result, for many projects, the SEPA process is a duplicative review that does not increase environmental protections, but adds additional time and cost to projects. Staff will development amendments to the City’s SEPA code to address these issues and streamline the City’s environmental review process.

As part of this effort, staff will also explore adopting a categorically exemption for all projects in the Downtown as authorized by RCW 43.21C.227. This exemption referred to the infill exemption allows the jurisdictions to exempt projects from SEPA, even if the project is larger than the categorically exemptions established in WAC 197-11-800. The biggest cost is the
preparation of the EIS for the area; however, this has already been completed for Downtown. This would be an additional incentive for developing in Downtown.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: C-Action-2 and EV-Action-3.

**Timetable**
- Staff Kick Off: 2020 Q3
- Planning Commission: 2020 Q4
- City Council: 2021 Q1

15.12. **Complete Streets Ordinance**

In 2015 the Washington State Legislature adopted RCW 47.04.320 that provided additional grants for transportation improvements for jurisdiction that have adopted a complete streets ordinance. The City has not been able to participate in this grant program as the City does not have an official complete streets ordinance, even though the City’s comprehensive plan and engineering requirements already meet a majority of the requirements for a complete streets program. A complete streets ordinance does not mandate that sidewalks are constructed on every street, it simply requires that provisions for other modes of transportation are considered and evaluated during the design of transportation and other development projects. The City is already doing this, but does not have the corresponding ordinance as required to participate in the grant program. Staff will develop a complete streets ordinance that is built on the City’s existing policies and engineering standards.

This work effort is part of the following implementation measures established in the Implementation Element of Bonney Lake 2035: CM-Action-2, CM-Action-5, CM-Action-6 CAH-Action-7, and CAH-Action-8.

**Timetable**
- Staff Kick Off: 2020 Q3-Q2
- Planning Commission: 2020 Q4-Q3
- City Council: 2021 Q1-Q4
Connect with...the Future
• Avg. Residential Increase: 2.48%
  o 35 gallon weekly w/every other week recycling
• Avg. Commercial Increase: 2.87%
  o 2yd once/week

Rate Components
• Landfill tip fee
  o +$3.04/ton YOY: 1.8%
• CPI
  o +2.15%
    ▪ 80% = 1.72%
• **Recycling**
  o YOY changes in avg. processing price/ton
    ▪ 2015/2016: +$3.92/ton
    ▪ 2016/2017: +$15.19/ton
    ▪ 2017/2018: +$102.05/ton
      □ Council approved 8.3% “pass through” increase
    ▪ 2018/2019: +$26.13/ton
      □ 1.3% “pass through” increase requested

**Rate Comparison** – 35 gallon weekly w/ every other week recycling
• 3/1/20
  o UTC (unincorporated County): $30.12/month
  o Bonney Lake (requested): $26.54/month (excluding utility tax)