



**Planning Commission Meeting Agenda
Tuesday, September 21, 2021, 7:00 PM
REMMOTE PARTICIPATION**

NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)

Participate in this virtual Meeting with the online ZOOM application and/or by phone.

OPTION 1 -- Join the virtual meeting from any device:

1. First-time ZOOM users, go to www.zoom.us
 - To download the free ZOOM Cloud Meetings app for your device
 - Or, click the Join Meeting link in the top right corner and paste - 91491648893
2. From any device click the meeting link <https://zoom.us/j/91491648893>
3. Enter your email and name, and then join webinar.
4. Wait for host to start the meeting.

OPTION 2 -- Join the virtual meeting from your phone (audio only):

1. Dial 877.853.5257
2. When prompted, enter meeting ID #91491648893, and then ###

CALL TO ORDER

ROLL CALL

MINUTES

1. Approval of Minutes from the June 15, 2021 meeting.

MEETING ITEMS

2. PROS Plan Update Joint Discussion

Presenter: Trang K. Lam, Parks and Recreation Director

MISCELLANEOUS UPDATES

NEXT MEETING DATE

ADJOURNMENT



**Planning Commission Meeting Agenda
Tuesday, June 15, 2021, 7:00 PM
REMOTE PARTICIPATION**

CALL TO ORDER

Commissioner Hein called the meeting to order at 7:01 p.m.

ROLL CALL

Commissioners Present: Tim Hein, Troy Hull, Mahsa Eshghi, Warren Montgomery, Shawn High, Georl Niles and Joe Walsh

Staff Present: David Schultz, Phil Bourquin, Robert Maul, Sarah Fox, and Madeline Sutherland

Council Liaison: Shannon Roberts

MINUTES

1. Approval of Minutes from the May 18, 2021, meeting.

It was moved by Commissioner Niles and seconded by Commissioner Montgomery, to approve the minutes of the May 18, 2021, Planning Commission Meeting. The motion passed unanimously.

MEETING ITEMS

2. Public Hearing for 2021 Annual Comprehensive Plan Amendment
Presenter: Sarah Fox, Senior Planner

Sarah Fox reviewed the 2021 Annual Comprehensive Plan Amendment and responded to Commissioners questions. The application reviewed the application.

The following offered testimony:

Mike Foss 3535 Factoria Blvd Bellevue, WA

Chris Williams 4711 NW Camas Meadows Dr

It was moved by Hull and seconded by Niles to approve the 2021 Annual Comprehensive Plan Amendment. The motion passed unanimously.

3. Public Hearing for Sessions Camas Municipal Code Amendment (File No. MC20-02)
Presenter: Sarah Fox, Senior Planner

Sarah Fox reviewed the Sessions CMC Amendment and responded to Commissioners questions. The applicant reviewed the application.

There was no public testimony.

It was moved by Niles and seconded by High to not approve the Sessions CMC Amendment. The motion passed unanimously.

MISCELLANEOUS UPDATES

Robert Maul gave an update regarding city Covid-19 regulations.

NEXT MEETING DATE

The July meeting is cancelled. The next Planning Commission Meeting is scheduled for August 17, 2021, at 7:00 p.m.

ADJOURNMENT

The meeting adjourned at 9:12 p.m.

September 13, 2021

TO: Planning Commission

FROM: Trang K. Lam, Parks & Recreation Director

SUBJECT: Parks, Recreation, Open Space Plan – Sept. 21, 2021 Project presentation and joint discussion between Planning and Parks & Recreation Commissions

The Camas Parks, Recreation, Open Space (PROS) Plan serves as a guide for the acquisition, development, and management of the City’s system of parks, trails, open space, special facilities, and recreational programming. The PROS Plan is important for grant eligibility, including the Washington State Recreation and Conservation Office. The City contracted with Conservation Technix, and their subconsultants JLA Public Involvement and MacKay Sposito, to work with the Parks and Recreation Department to complete the PROS Plan update (the Project). The Project is anticipated to be completed with the updated PROS Plan adoption by City Council in early 2022.

The Project kicked-off in May, with the Parks and Recreation Commission (P&R Commission) serving as the Project Advisory Committee (PAC) and providing regular guidance to the project. Since May, extensive public engagement has been completed, including a community survey, stakeholder interviews, focus group discussions, an open house and tabling at community events. Please take a moment to review and listen to prior conversations with the PAC and City Council on the Community Survey results:

- July 28, 2021 PAC meeting: PowerPoint presentation and recording of meeting can be found here - <https://engagecamas.com/parks-recreation-open-space-comprehensive-plan>
- August 16, 2021 City Council workshop:
 - Staff report to Council is attached
 - Recording of meeting can be found here - <https://www.cityofcamas.us/citycouncil/page/city-council-workshop-24>

The September 21st presentation to the Planning Commission will include highlights of each engagement opportunity and core themes that were seen throughout. The Project team would like to use much of our time with you on the 21st for a joint Project discussion and policy guidance from the Planning and P&R Commissions. We look forward to hearing your comments and feedback on the following discussion questions:

- *Acknowledging the new land purchases the City has accomplished in last 5 years, what policies or strategies should be considered to help guide the need to balance developing new amenities with maintaining/updating existing facilities?*
- *Recognizing public interest in trail access and connectivity, what policies or strategies should be employed to better ensure existing gaps are filled and stronger linkages are made, especially as residential development and infill continue?*
- *Do you have recommendations for how the City could better coordinate or work with private sector developers for park and trail improvements? Thoughts on design or development standards?*
- *What other issues or policies need special attention?*



Item 2.



PROS Plan – Planning Commission

Joint Work Session: September 21, 2021



What is the PROS Plan?

The Parks, Recreation & Open Space (PROS) Plan is a 6-year guide and strategic plan for managing and enhancing parks, open space, trails, and recreation opportunities for the Camas community.*

- *Policy & Strategy Guide*
- *Capital Planning Tool*
- *Communications Tool*

*The last plan was adopted in 2014.



What is the PROS Plan?

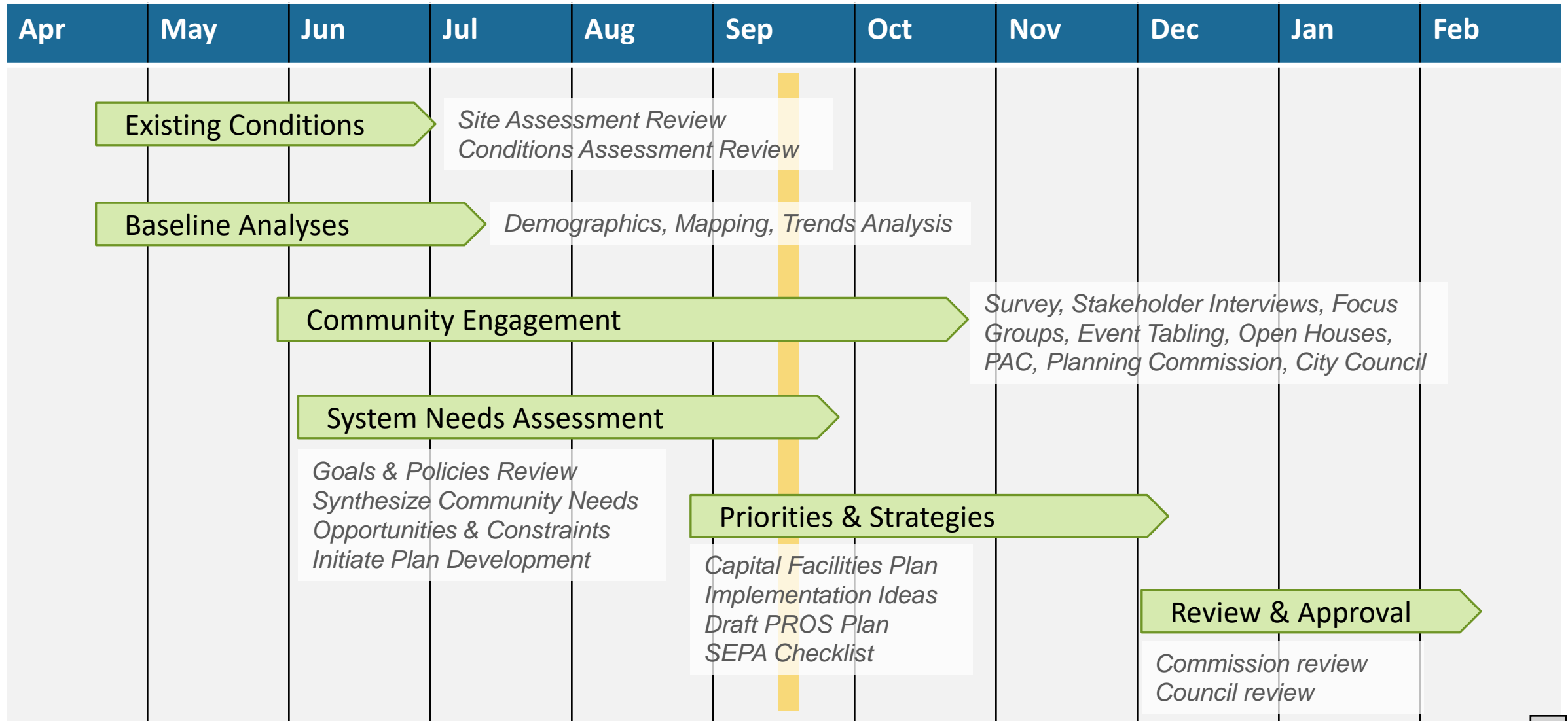
Steps to Building the Plan

- Community Engagement
- Inventory Site Assessments
- Goals & Policies Review
- System-wide Needs Assessment
- Capital Project Planning
- Implementation & Funding Strategies
- Plan Review & Approval



Project Timeline

Item 2.



Community Engagement

Robust & COVID-sensitive Outreach

- Survey (random-sample mail, plus online)
- Online open house on priorities
- Topic-oriented stakeholder group discussions
- Event tabling
- Engage Camas, online & social media
- Virtual public meeting
- Significant P&R Commission guidance
- Multiple City Council touch points



Survey Highlights

Methodology

- Designed in coordination with staff
- Late May to early July 2021
- Mailed to 2,500 randomized addresses
- 509 respondents (20% response rate)
- Online survey available to entire community in English & Spanish (876)

1,385 completed surveys!



Dear Camas Resident:

The City of Camas is beginning a community-led process to update its citywide Recreation, Parks and Open Space Plan (PROS Plan, for short). We need your help to determine how to prioritize projects and what we should focus on to keep our parks and programs thriving for the next 6-10 years. As an initial step, the City is conducting this short survey to assess the community's recreation needs. We understand that COVID-19 has impacted your ability to participate in programs and visit parks this year. We ask that you consider needs for the future as you evaluate recreation amenities. Your opinions are important to the City.



The survey has 16 questions and will only take a few minutes to complete. Use the QR code to take this survey online at <https://www.surveymonkey.com/r/CamasPROS>

1. When you think about what contributes to the quality of life in Camas, would you say that public parks and recreation opportunities are... (CHECK ONE OPTION)

- Essential to the quality of life here
- Important, but not really essential
- Useful, but not necessary
- Not important
- Don't know

2. When it comes to amenities provided by the City of Camas for meeting your needs for parks, trails and recreation facilities, would you say there are... (CHECK ONLY ONE BOX IN EACH ROW)

	More than Enough	About the Right Amount	Not Enough	Don't Know
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community events (such as the movies in the Park)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Prior to the COVID-19 pandemic, how often did you visit or use Camas parks, trails, recreation facilities or natural areas?

- Everyday
- At least once a week
- Two or more times a month
- About once a month
- A few times over the year
- Do not visit facilities / parks / open spaces
- Don't know

4. Prior to the COVID-19 pandemic, what would you say are the main reasons your household visited Camas parks, recreation facilities or open spaces in the past year? (CHECK ALL THAT APPLY)

- Fitness / Exercise
- Dog walking
- Playgrounds
- Walking or running
- Bike riding
- Family gatherings / picnicking
- Community events / concerts
- Recreation program, class or camp
- Sport fields
- Outdoor sport courts
- Wildlife viewing
- Fishing
- Swimming
- Boating - Non-motorized / Hand-carry (canoeing, kayaking)
- Boating - Motor / trailered
- Frisbee or disc golf
- Relaxation
- N/A - I didn't use any Camas facilities
- Other: _____

Survey Highlights

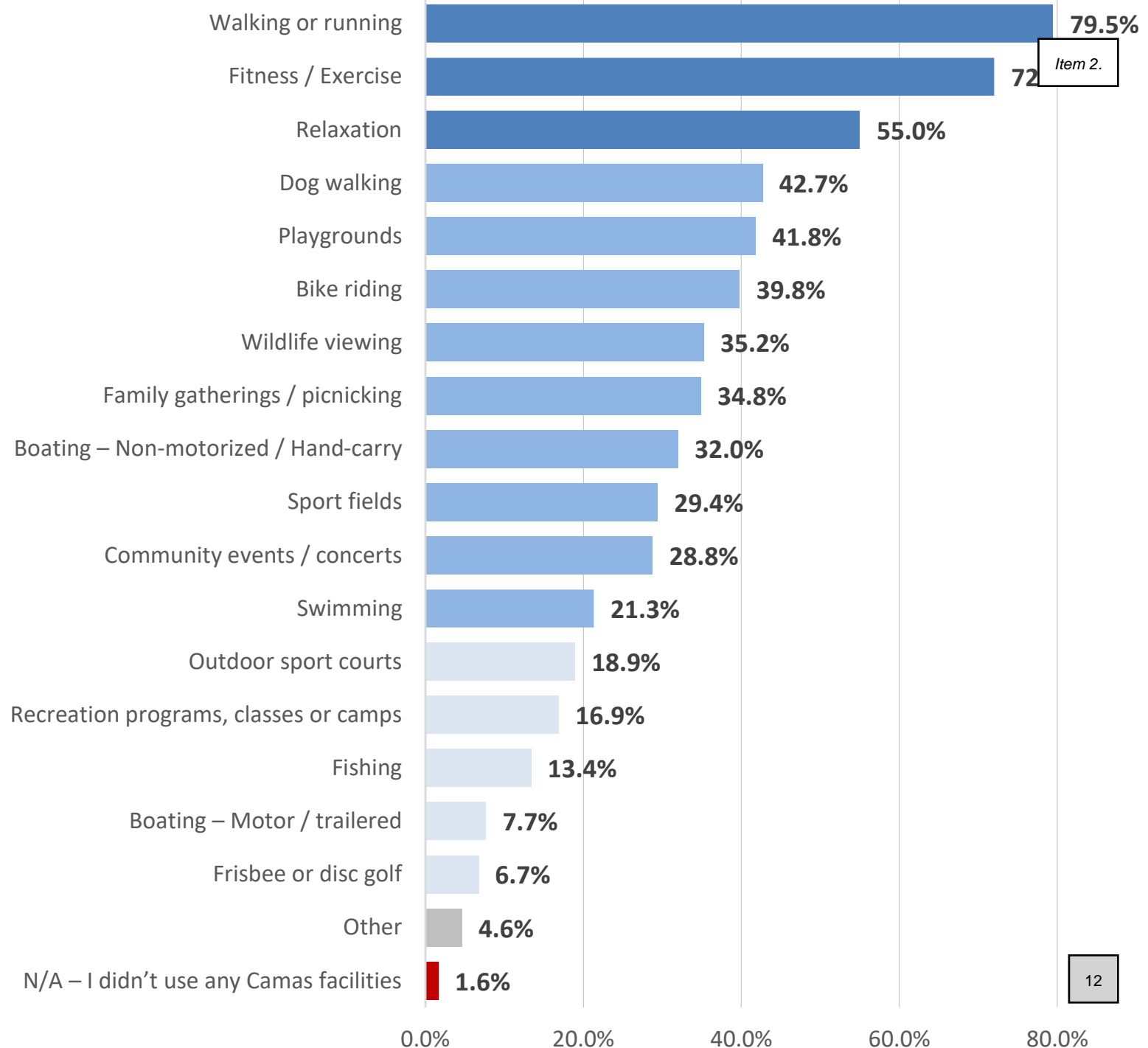
Top Reasons for Visiting

Respondents could select as many items they wanted

Strong Usage:

70% visit weekly

87% visit at least a couple times per month

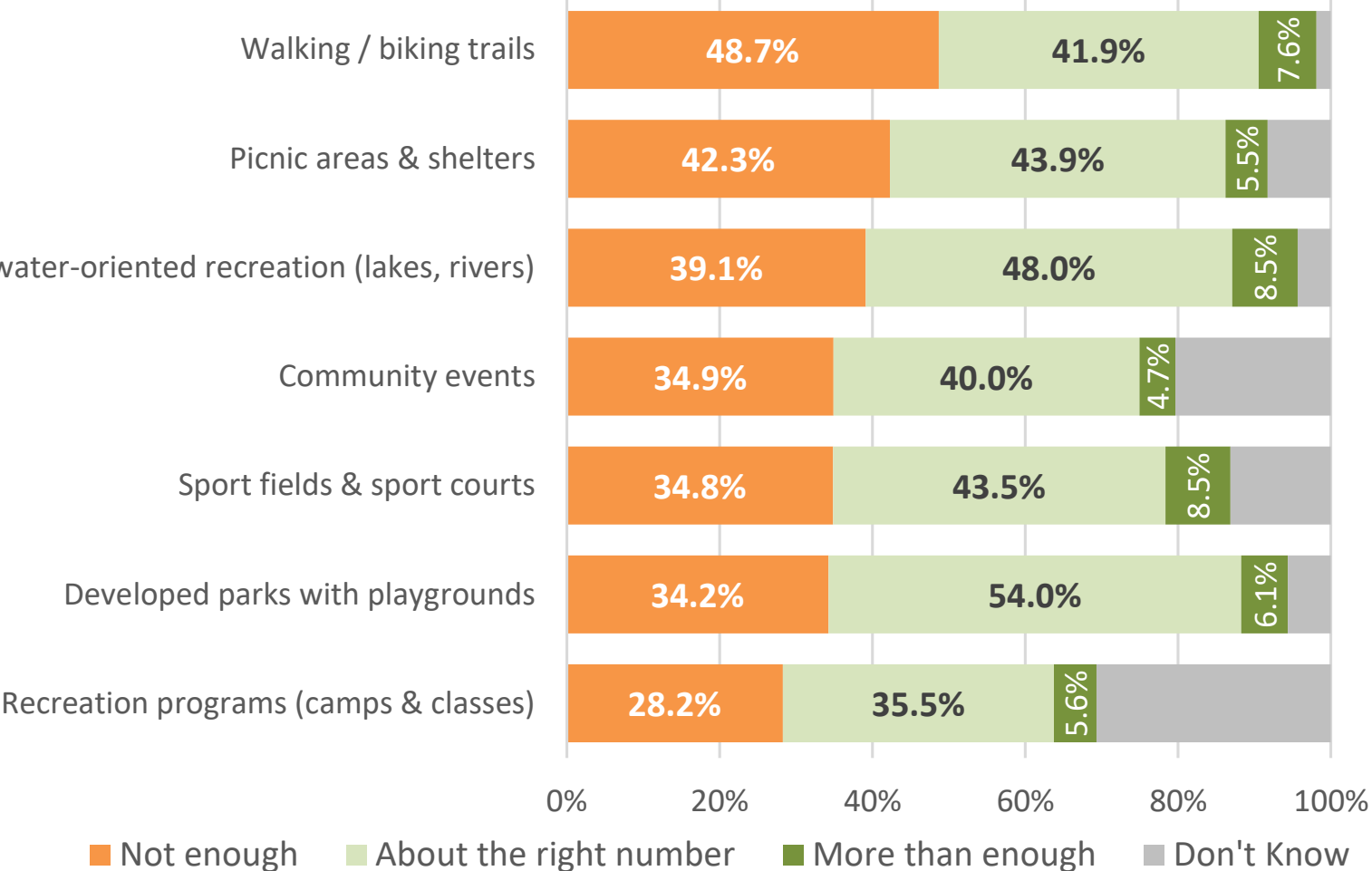


Survey Highlights

'Goldilocks' question

- 1. Walking / biking trails
- 2. Picnic areas / shelters
- 3. Water access

Higher need for trails noted by those between 55 - 64, those with children and those living in the Ward 3 (SW)



Survey Highlights

Item 2.

Prioritizing Projects

1 Focusing on existing park facilities & delayed maintenance

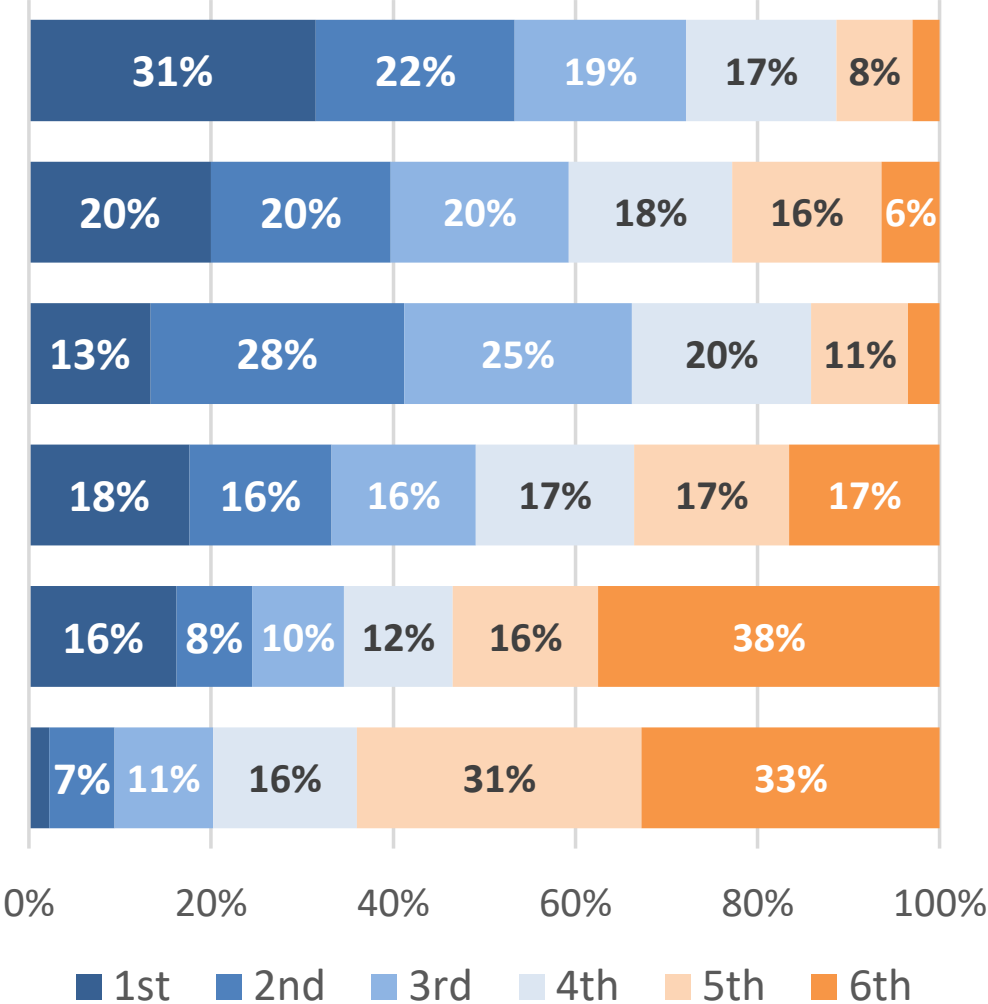
2 Expanding trail opportunities

3 Building new parks on undeveloped, city-owned parkland

Acquiring additional land for future parks

Building a new community center or aquatic center

Expanding recreation classes & camps



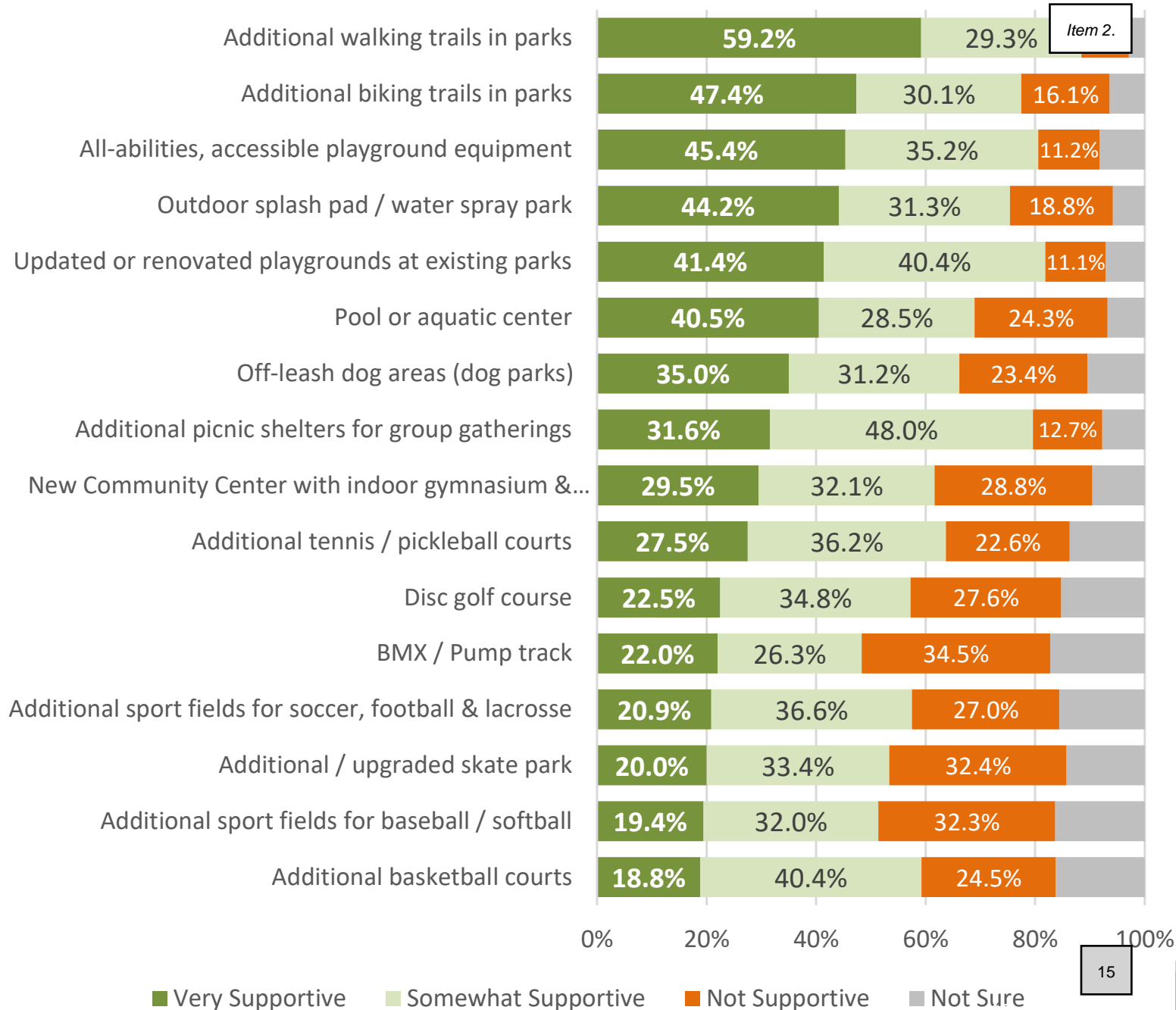
Survey Highlights

Support for Certain Amenities

Less than half of respondents were supportive of adding BMX or pump tracks.

Online respondents had stronger support for all items.

- *Additional soccer, football & lacrosse fields (+14%)*
- *Additional basketball courts (+13%)*
- *BMX / Pump track (+19%)*





- Late July to late August
- 130+ site visits
- 74 respondents
- Supplemented through event tabling & pop-ups

Home » Parks, Recreation & Open Space Comprehensive Plan

Parks, Recreation & Open Space Comprehensive Plan



The Camas PROS Plan provides a decision-making framework to steward and build upon a park, trail and recreation system that serves and enhances our community's health and quality of life – now and into the future. It guides planning, development and maintenance of park and recreation amenities and programs and is updated every six years but can influence decisions for the next 20 years.

Who's Listening

Trang K. Lam (She, Her, Hers)



Parks and Recreation Director

Email tlam@cityofcamas.us

Susan Palmer (She, Her, Hers)



Parks and Recreation Coordinator

Email spalmer@cityofcamas.us

Online Open House Highlights

Testing top recreation program priorities from survey

1. After-school programs or summer day camps for children
2. Outdoor adventure summer camps, including archery, orienteering, geocaching or environmental education
3. Youth sports programs and camps during school breaks
4. Youth activities, such as fitness, music, arts or crafts
5. Teen activities, such as game nights, day trips or camps during school breaks

Online Open House Highlights

Testing top park improvement priorities from survey

1. Building new parks on undeveloped, city-owned parkland (\$\$\$)
2. Outdoor splash pad / water spray park (\$\$)
3. Additional paved and/or accessible shared-use trails in parks (\$\$\$)
4. All-abilities, accessible playground equipment (\$\$)
5. Additional soft-surfaced biking trails in parks (\$\$)
6. Additional picnic shelters for group gatherings (\$)

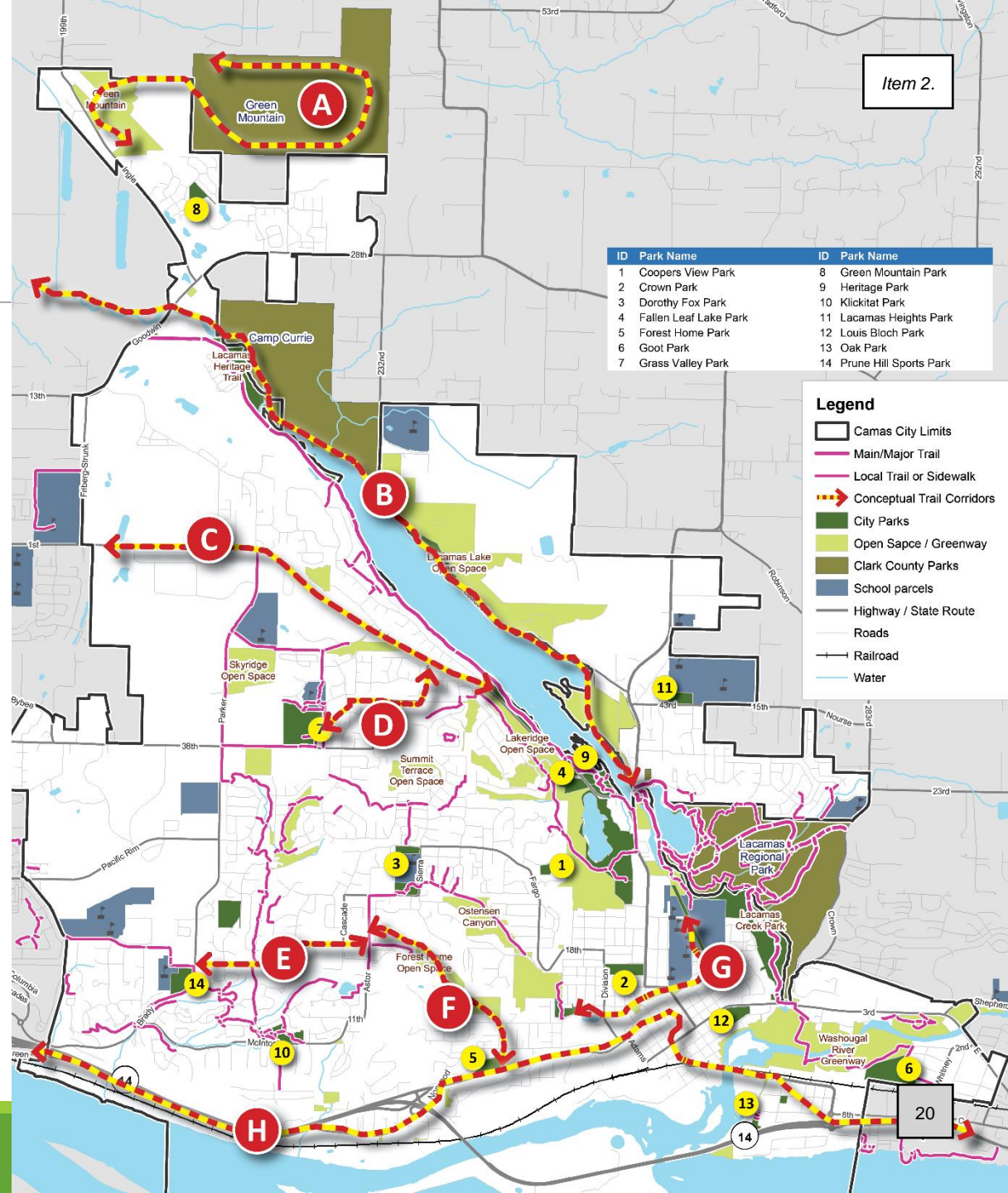
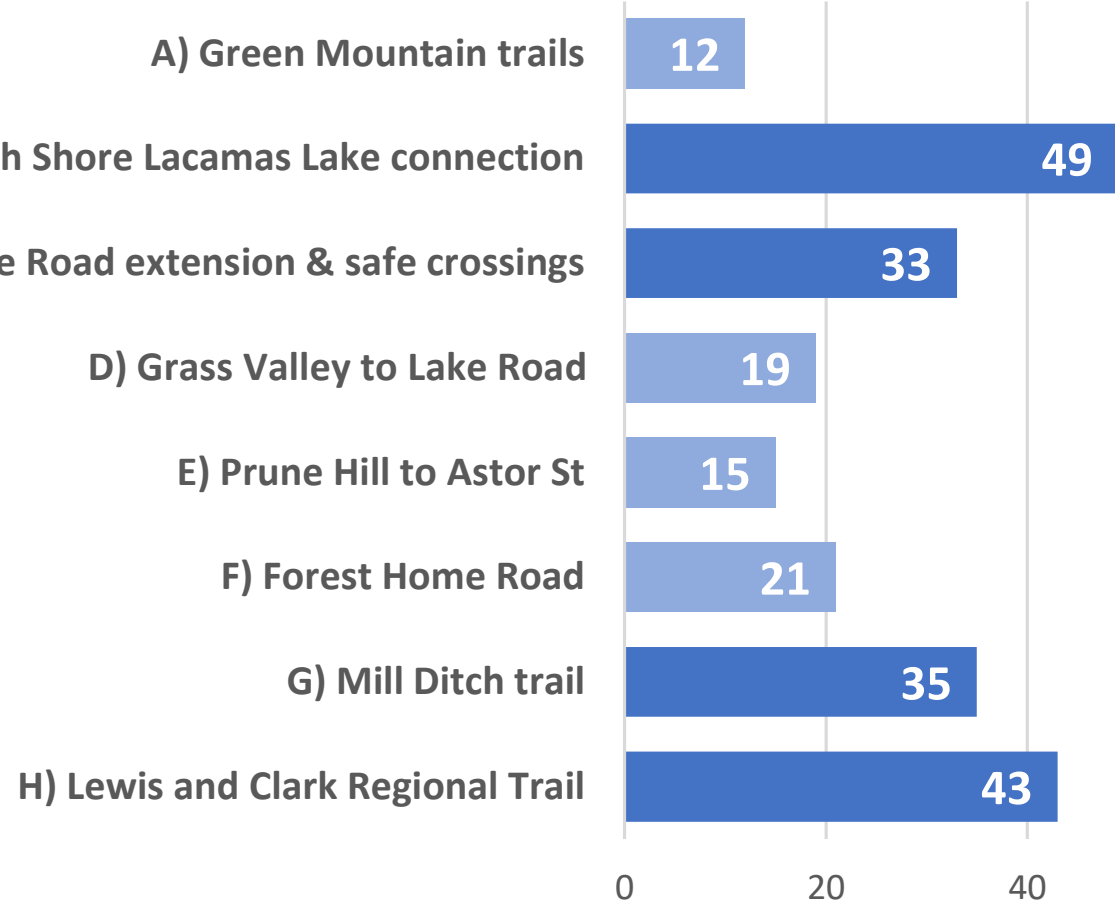
Online Open House Highlights

Top priorities for new/additional amenities

1. Acquire and develop land to fill gaps in trail corridors (\$\$)
2. Install an outdoor splash pad / spray park (\$\$)
3. Provide an off-leash dog park (\$)
4. Build a new community center or aquatic center (\$\$\$\$)
5. Picnic shelters (\$)
6. Bike/pump track park (\$\$\$)
7. New sports fields (\$\$\$)

Online Open House Highlights

Priority Trail Connections



Other Outreach

Stakeholder Interviews & Group Discussions

- *Focus on trail connectivity (connecting trail gaps)*
- *Demand strong for pump track & more mountain bike trails*
- *Wayfinding, maps & communications for trail system*
- *Invest in restrooms and parking*
- *Increase sport field capacity by improving field quality and adding lighting where appropriate*
- *Coordinate more with the school district for community use of district lands*
- *Continue with the attitude of ‘working together’ with the development community*



Item 2.

Core Themes

- Maintain existing parks & natural areas
- Expand & connect trail system
- Develop additional, city-owned parkland
- Accommodate new uses (splash pad, pump track, etc.)
- Provide space for programming (sport fields & courts, shelters for outdoor education, etc.)
- Improve wayfinding & communications



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Discussion Questions

Acknowledging the new land purchases the City has accomplished in last 5 years, what policies or strategies should be considered to help guide the need to balance developing new amenities with maintaining/updating existing facilities?



Item 2.

Discussion Questions

Recognizing public interest in trail access and connectivity, what policies or strategies should be employed to better ensure existing gaps are filled and stronger linkages are made, especially as residential development and infill continue?



Item 2.

Discussion Questions

Do you have recommendations for how the City could better coordinate or work with private sector developers for park and trail improvements?

Thoughts on design or development standards?



Item 2.

Discussion Questions

What other issues or policies need special attention?



Item 2.

Next Steps

Item 2.

Upcoming Milestones:

- Working draft PROS Plan - Nov.
- Commission review – Nov./Dec.
- Council review – Dec./Jan.



Staff Report

August 16, 2021 Council Workshop Meeting

Parks, Recreation & Open Space (PROS) Plan Update – Project update presentation

Presenter: Trang K. Lam, Parks & Recreation Director

Time Estimate: 30 minutes

Phone	Email
360.817.7037	tlam@cityofcamas.us

BACKGROUND: The City of Camas’s Parks, Recreation and Open Space (PROS) Comprehensive Plan was adopted in December 2014 and is updated every six years. This next updated PROS Plan will cover the six-year period from 2022 to 2028; and will serve as a guide for the acquisition, development, and management of the City of Camas system of parks, trails, open space and special facilities. It will also establish the City’s eligibility to apply for grants from a variety of state agencies including the Washington State Recreation and Conservation Office (RCO).

In May 2021, the City contracted with Conservation Technix team, including their subconsultants JLA Public Involvement and MacKay Sposito, to work with the Parks and Recreation Department (P&R) to complete the PROS Plan update (the Project). The Project is anticipated to be completed with the updated PROS Plan adoption by City Council in early 2022.

SUMMARY: The Project kicked-off in May, implemented in three phases. The Parks and Recreation Commission (P&R Commission) will serve as the Project Advisory Committee (PAC) and will provide regular guidance to the project. City Council, Planning Commission and P&R Commission will meet at important project milestones throughout the project to guide the development of the updated PROS Plan.

Phase 1: Data Gathering and Community Input (Spring/Summer 2021)

- Baseline Analyses and Existing Conditions
- Community Survey
- Stakeholder Discussions
- Community Tabling at community events
- Open House #1

Phase 2: Building the Plan with continued Community Input (Summer/Fall 2021)

- Begin drafting the updated PROS Plan
- Community Tabling at community events
- Open House #2

Phase 3: Plan Adoption (Winter 2021/2022)

- Incorporate public feedback into the final, updated PROS Plan
- Plan approval by City Council

This staff report provides an update of the Project, Phase 1:

- Baseline Analyses and Existing Conditions – The consultant team has completed review of existing plans and studies; and are underway with gathering existing conditions data, including conducting physical assessments of parks, trails and recreational facilities and amenities.
- Community Survey – Over 1300 people participated in the June community survey. On July 28, Staff and Conservation Technix presented the survey results to the PAC. While we plan to share some highlights of the survey at the August 16 Council Workshop, we do not plan to go through every survey question as we did at the PAC meeting. Please take a moment to watch the full community survey presentation and review the PowerPoint presentation on the Project webpage - <https://engagecamas.com/parks-recreation-open-space-comprehensive-plan>.
- Stakeholder Discussions – Conservation Technix completed four stakeholder interviews in June and July. They included a former Mayor, a former Administrator, Camas Downtown Association, and a developer. In addition, three focus group meetings were completed in July. They included a Shared Use Trails Group, Mountain Biking/Pump Track Group, and Sports Fields Group. Two additional groups, other parks jurisdictions and representatives from organizations that work with under-served/under-represented groups, will be completed in August.
- Community Tabling at community events – The first community tabling was on July 31st at Heritage Park. Two additional tabling are schedule for later this month, August 18th Camas Farmer’s Market and August 12th Concert in the Park.
- Open House #1 – We’ve used what we’ve learned from the community survey and stakeholder discussions to develop questions for our online Open House, held from July 30-August 22. Through this open house, the community can:
 - Learn about the Camas Parks, Recreation and Open Space Plan
 - Get an overview of the community survey results
 - Provide feedback through questions and prioritization exercises on what park and recreation programs, services and facilities are important for our community

Please participate in our online open house here:

<https://openhouse.jla.us.com/project/camas-pros-plan-ooH1#>

Camas PROS Plan Update Summer 2021 Online Open House

Menu ▾

Get Started: What is the PROS Plan? ▶



Figure 1: On-Line Open House Webpage - <https://openhouse.jla.us.com/project/camas-pros-plan-ooH1#>

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

To present a Project status report of Phase 1 - data gathering and community input; and to have a high-level discussion with Council to understand how the information staff presented either confirms and/or changes Council's vision, policies and/or priorities for our parks and recreation system. Here are the questions we would like Council's input on –

- With a range of interests competing for attention and resources, what are your top priorities in the next five years?
- What should the City be doing more of? Less of?
- What are the issues or policies that need attention, including consideration for updated/new fee structures and/or tax revenues?

What's the data? What does the data tell us?

Staff presentation will provide highlights of the community survey, stakeholder interviews, and focus group discussions. The full community survey PowerPoint and presentation to the PAC can be found here: <https://engagecamas.com/parks-recreation-open-space-comprehensive-plan>

How have communities been engaged? Are there opportunities to expand engagement?

As noted above, the community engagement has included:

- Community Survey
- Stakeholder Interviews

- Focus Group Discussions
- Project tabling at various community events
- Open House

Who will benefit from, or be burdened by this agenda item?

The City of Camas, as a whole, will benefit from this project. The updated PROS Plan will serve as a guide for the acquisition, development, and management of the City of Camas system of parks, trails, open space, and special facilities. It will also establish the City's eligibility to apply for grants from a variety of state agencies including the Washington State Recreation and Conservation Office (RCO).

What are the strategies to mitigate any unintended consequences?

N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

As noted above, Phase 1 of the project included extensive public engagement including a focus group discussion with various organizations that work with under-serve and under-represented groups. The Project will gather and assess current and projected population and demographics; and will approach prioritizing projects and programs for recommendation to the City through an equity lens.

Will this agenda item improve ADA accessibilities for people with disabilities?

Yes. As noted above, Phase 1 includes reviewing existing plans and policies, and gathering baseline data and existing conditions to analyze and provide recommendations in the updated PROS Plan to improve accessibility in our parks system.

What potential hurdles exists in implementing this proposal (include both operational and political)?

The City has a number of grant opportunities through the RCO that will be dependent on completion of the updated PROS Plan by the 2022 RCO Grant Cycle. This will require PROS Plan approval through the City's SEPA process and Council no later than March 2022. To meet the grant opportunities timeline, this project schedule will be constrained, and staff will need to work effectively and efficiently with the consultant team to ensure the Project is completed and adopted by City Council in early 2022.

How will you ensure accountabilities, communicate, and evaluate results?

The Parks & Recreation Commission is serving as the Project Advisory Committee, and a Technical Advisory Committee has been formed with cross-departmental city staff. In addition, City Council, Planning Commission and P&R Commission will meet at important project milestones throughout the project to guide the development of the updated PROS Plan.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

The updated PROS Plan is part of the City's Comprehensive Plan. The PROS Plan is updated every six years. This next updated PROS Plan will cover the six-year period from 2022 to 2028.

BUDGET IMPACT: The PROS Plan update project is included in the approved 2021-22 Parks & Recreation Department budget.

RECOMMENDATION: N/A