



City of Stevenson

Phone (509) 427-5970
Fax (509) 427-8202

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

June 2022 Planning Commission

Monday, June 13, 2022

6:00 PM

A. Preliminary Matters

1. Public Comment Expectations:

In Person: Attendees at City Hall should follow current CDC and State guidance regarding use of masks, social distancing, and attendance.

Webinar: <https://us02web.zoom.us/j/85637388112> Conference Call: +1 253 215 8782
or +1 346 248 7799 ID #: 856 3738 8112

Commenters must raise their hand and be acknowledged by the Chair. Individual comments may be cut off after 3 mins.

Tools: *6 to mute/unmute & *9 to raise hand

2. Public Comment Period: (For items not located elsewhere on the agenda)

3. Minutes: May9th, 2022 Planning Commission Meeting Minutes

B. New Business

4. Planning Commission Vacancy: Review Statement of Interest, Interview Candidates, & Recommend City Council Action

5. Short Plat Review: SP2021-02 Feeley Short Plat Planning Commission Optional Review

C. Old Business

6. Conditional Use Permit Review*: (CUP2022-01 54.40 Sign of Outstanding Design) Ratifying Permit Document

- 7.** **Comprehensive Plan Amendment***: Finalize Public Release Draft and Establish Public Involvement Expectations for Proposed Capital Improvement Plan Amendment

D. Discussion

- 8. Thought of the Month:**
- 9. Staff & Commission Reports:** Floodplains, Gateway Sign, City Council Retreat, Mural, Shoreline Access

E. Adjournment

DRAFT MINUTES
Planning Commission Meeting
Monday, May 9th, 2022
6:00 PM

Commissioners: Acting Planning Commission Chair Auguste Zettler, Commissioners Davy Ray, Anne Keesee.

Staff: Community Development Director Ben Shumaker

Public attendees: Mary Repar, Bolton Minister

Acting Chair Zettler called the meeting to order at 6:03 p.m.

A. Preliminary Matters

1. Public Comment Expectations:

Commissioner Zettler explained the methods to participate for audience members. Please raise hand to comment. Individual comments should be limited to 3 minutes. Remote participants were reminded to use *6 to mute/unmute and *9 to raise hand.

>Mary Repar spoke about light pollution in Stevenson and suggestions to reduce it.

2. Minutes: Approval of April 11thth, 2022 Planning Commission Meeting minutes as presented.

MOTION to approve the minutes from the April 11thth, 2022 Planning Commission meeting as presented was made by **Commissioner Ray**, seconded by **Commissioner Keesee**.

- **Voting aye: Commissioners Zettler, Ray, Keesee.**

B. New Business

3. Conditional Use Permit Review: (CUP2022-01 54.40 Sign of Outstanding Design): 54:40 Beer Lodge at the site of the former Andrew's Pizza, 310 SW Second Street in Stevenson.

-Appearance of Fairness Doctrine

The Appearance of Fairness Doctrine is a rule of law requiring government decision-makers to conduct non-court hearings and proceedings in a way that is fair, impartial and unbiased in both appearance and fact.

Decision makers need to be fair and impartial, with determinations and findings based on facts.

Any conflicts of interest must be disclosed to ensure fairness and impartiality. Disclosures include any financial interest in the final outcome, any outside (ex parte) communications made with any party of interest or anything else that could be construed as a conflict or affects any decision making. Decision makers can be challenged by applicants regarding any perceived conflicts of interest.

When asked by **Community Development Director Ben Shumaker**, no Planning Commissioners disclosed any ex-parte communications concerning the application, and none reported any financial conflicts or biases that would impede a fair and impartial decision.

-Presentation by Staff

Shumaker provided background information on the locale and the design of the sign in the application before the Commission and the design consultation process preceding the

application. He described the criteria in place to help the Planning Commission determine approval or denial of the application for the sign.

-Presentation by Applicant

Bolton Minister, representing the applicant, further described details of the sign and its placement and understanding of Public Works review needs to determine any safety hazards.

-Public Hearing Comments

- **In-favor**

Commissioners were in favor of the sign design and placement.

- **Opposed**

No Planning Commissioner expressed any opposition.

- **Neutral**

No comments were offered.

-Planning Commission Deliberation

Planning Commissioners held a very brief discussion regarding the application.

A prepared motion was not available.

-Decision:

Community Development Director Shumaker advised the motion would be to grant approval and direct staff to prepare final document for approval.

MOTION to grant approval of the Conditional Use Permit 2022-01 and direct planning staff to prepare a final document detailing the conditions for approval was made by **Commissioner Zettler**, seconded by **Commissioner Ray**.

Voting aye: Commissioners Zettler, Ray and Keesee.

C. Old Business

4. Comprehensive Plan Amendment & Zoning Code Amendment: Integrating SMP with Comp Plan & Zoning Code, Performing Periodic Zoning Code Amendment.

Community Development Director Shumaker reviewed the recent discussions and agreements from preceding Planning Commission meetings on the Shoreline Management Program integration, document maintenance and text revisions, and amending setbacks within the PR district.

Further discussion was held regarding how to define and or locate Right-of-Ways in order to determine a starting point for a 20' setback in the PR district. Property lines, edges of roadways, paved areas, areas of travel and other options were discussed. It was determined finally to include the term 'existing street' to aid in clarifying where a Right-of-Way begins.

MOTION to recommend the Stevenson City Council approve Ordinance 2022-1182 with the changes agreed to was made by **Commissioner Keesee**, seconded by **Commissioner Zettler**.

- **Voting aye: Commissioners Ray, Zettler, Keesee**

5. Comprehensive Plan Amendment: Continued Workshop to review 2019 Amendment Application on Capital Facility Planning

Community Development Director Shumaker highlighted recommendations from prior meetings regarding Capital Facility Planning within the Comprehensive Plan and pointed to areas that needed additional review. There are thirteen categories left.

Commissioners held an extended discussion regarding minimal levels of urban services. Sidewalks, potential walking routes to schools, septic to sewer connections, local improvement districts, stormwater control and broadband/communications were considered. **Commissioner Zettler** requested the term 'temporary installation' be included in Goal 8 regarding septic systems.

Managing expectations for services was seen to be a conundrum. **Shumaker** suggested establishing a capital improvement plan to maintain or exceed the Comprehensive Plan, and to consider the level of service when land use changes are proposed.

Further discussion included minor text revisions within the Comprehensive Plan document to reflect date changes and participation by a Planning Commissioner.

D. Discussion

6. Thought of the Month: Annexation.

Community Development Director Shumaker introduced a general discussion regarding developing an annexation policy for the City of Stevenson. He provided a brief explanation of the current method of initiating annexation (Notice of Intent to Annex and Petition to Annex.) It was agreed the Planning Commission could be a valuable resource for zoning guidance with the City Council when annexation proposals arise.

>Mary Repar commented that looking at the Boundary Review Board's RCW policies to help in developing one for the City may be advisable. Looking at neighboring cities in regards to their policy was also suggested.

7. Staff & Commission Reports:

Interviews for the vacant Planning Commissioner position will be held in June.

There are a number of local construction projects taking place.

The Waste Water Treatment Plant upgrade is moving forward.

Mary Repar noted the Grange will be holding a seed swap May 21st at the Stevenson Library.

E. Adjournment

Acting PC Chair Zettler declared the meeting adjourned at 8:20

Minutes recorded by Johanna Roe



City of Stevenson

Planning Department

(509)427-5970

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: Planning Commission
FROM: Ben Shumaker
SUBJECT: Planning Commission Vacancy

Introduction

The Stevenson Planning Commission is given the opportunity to interview individuals interested in filling the current vacancy on the Planning Commission and recommend one individual for appointment by the City Council.

Selection Process

Interview Process: The Planning Commission should gauge potential members according to the answers the candidate gives on the statement of interest form, the interview questions, and/or any other factor about the candidate's suitability. The preliminary set of questions below help to guide the meeting process. The Planning Commission should feel free to deviate from the suggested questions.

1. Why do you want to be on the Planning Commission?
2. Will you be able to devote sufficient time to your duties as Planning Commissioner?
3. Is there anything about you or your activities in the City that is likely to cause conflicts of interest in the future?

Deliberation Process: After the interviews, the Planning Commission may ask the members to voluntarily leave the Planning Commission chambers to have frank discussions. Despite such a request, the candidates are not obligated to exit. However, if they do, they will be invited back into the session prior to any decision.

Recommendation Process: After deliberation, the Chair may call for or make a motion **"to recommend the City Council appointment of _____ to serve on the Stevenson Planning Commission."** If a motion carries, the Chair can move on to the next agenda item. If the Planning Commission is unable to agree on a recommendation, it can request further recruitment, or it can recommend the City Council hold its own interview process.

Attachments

- Statements of interest

ANTHONY LAWSON

722 NW ANGEL HEIGHTS ROAD, STEVENSON, WA 98648

tlawson517@gmail.com / 503-481-3796

City of Stevenson Planning Commission

Ben Shumaker, Community Development Director

7121 East Loop Road
Stevenson, WA 98648

TO WHOM IT MAY CONCERN

I am interested in being considered to fill the vacant City of Stevenson Planning Commissioner position. I am providing this letter so that you might get to know me a bit better.

I am a retired, 67-year-old father of two. My wife and I moved to Stevenson from Hillsboro, Oregon almost 3 years ago. I was born in Mt. Vernon, Washington and resided in Hillsboro, Oregon for 28 years prior to moving to Stevenson.

My work experience has been:

- Construction Contractor in California
- Field Service Engineer, IBM
- Computer Operations Manager. Syntex Corporation
- National Service Manager, Syva Medical Diagnostics
- Stay at Home Dad, 12 years
- Field Service Engineer, Agilent Technologies, Cancer Diagnostics
- I have managed large groups of people and multimillion dollar budgets.

I have worked on four different nonprofit boards.

- Columbia Gorge Interpretive Center Museum (Current Treasurer)
- Bethany Village HOA
- South Redwood City Residents Association
- Frithwood School Board of Governors

My work on the various boards included budgetary oversight, arbitration with residents, lobbying the City Council, presenting capital improvement requests to the Borough Council and various management oversight.

I would be quite happy to fill the position of Planning Commissioner if you so desire.

March 31, 2022

Anthony Lawson (Tony)

722 NW Angel Heights Rd
Stevenson, WA 98648
503-481-3796
tlawson517@gmail.com

Ben Shumaker

Community Development Director
City of Stevenson
7121 East Loop Road
Stevenson, WA 98648
509-427-5970
ben@ci.stevenson.wa.us

Dear Ben,

I am interested in being considered to fill the vacant position on the City of Stevenson Planning Commission.

I have a keen interest in seeing Stevenson grow and improve in such a way that enhances the quality of life, provides opportunity for local businesses, keeps Stevenson as Green as possible and continues to be a wonderful place to call home.

I have attached a brief description of my skills and experience so that you can evaluate whether I might be a good addition to the Planning Commission.

All the Best,

Tony Lawson



City of Stevenson Planning Department

(509)427-5970
ben@ci.stevenson.wa.us

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: Individuals Interested in the Stevenson Planning Commission
FROM: Ben Shumaker, Planning Director
SUBJECT: Statement of Interest

Thank You for Your Interest!

Please take a brief moment to fill in the forms on this sheet. This will give us an idea of who you are and how you will be able to help contribute to our Planning Commission.

Name: Charles Hales **Email Address:** charles.hales@hdrinc.com

Address: 385 NW Chesser Rd. Stevenson, WA 98648

Preferred Phone: 971-401-3481 **Alternate Phone:** n/a

Availability:

Are you able to attend meetings on the 2nd Monday of every month at 6:00pm? --Yes --No

Residency/Citizenship:

Are you a resident of Stevenson? --Yes --No

Are you a citizen of the United States? --Yes --No

Your Age: --25 or younger --26-35 --36-45 --46-55 --56-65 --66 or older

Areas of Interest

Please place a mark next to the topics that interest you (please limit your response to three (3) topics):

- Land Use (Subdivision/Zoning Controls) Housing
- Capital Facilities (Water/Sewer/Stormwater) Transportation (Auto/Bike/Pedestrian/Parking)
- Economic Development (Industry/Tourism) Parks, Recreation, & Open Space
- Scenery & Aesthetics (Signage/Architecture) Environment & Sustainability
- Other (please specify): _____

Background/ Statement of Interest

Please use the space below to provide us with a brief statement about yourself and why you want to be involved with the Planning Commission (attach additional sheets as necessary):

I've been involved in planning, transportation and public works for all of my career. I did summer construction work in high school and college. Then worked for the Home Builders Association, dealing with land use, building codes, etc. I was elected as a City Commissioner in Portland, and led the Planning, Transportation and Parks Bureaus over a ten-year period. Later, I ran for and served as Portland's Mayor.

Now living in Stevenson, I work for a large architecture and engineering company on planning projects in various locations. I have no current clients or projects in Skamania County. My wife Nancy and I own our home her, but have no other property or conflicts of interest.

Stevenson is a wonderful small city, facing the pressures of growth and change. I would like to contribute to the City's discussions about these issues and choices.



City of Stevenson

Planning Department

(509)427-5970

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: Planning Commission
FROM: Ben Shumaker, Short Plat Administrator
DATE: June 13th, 2022
SUBJECT: Proposed Short Plats (SP2022-01 & 02)

Introduction

The Planning Department has received 2 complete short plat applications for division of property on Vancouver Avenue. The tax lot numbers for the properties are 03-07-36-4-3-2201-00 and -2202-00.

Three residential units are currently under construction on the properties. The proposal would divide such that each is on its own lot and one additional lot would be vacant.

The proposal is served by City water and sewer and is located in the R3 Multi-Family Residential District

Staff Recommendation

Staff recommends that the Planning Commission bypass its review of the short plat and entrust the decision on the application to the Short Plat Administrator.

Relevant City Policies

SMC 16.02.110(C): After the short plat administrator determines that the proposed short plat application and map contain the required information and data, the short plat administrator shall distribute copies of the short plat application and map to the following as is necessary:...

4. City Planning Commission.

SMC 16.02.120(F): The Planning Commission may submit any findings and recommendations to the administrator for any short plat applications it has decided to review.

Thank you,

Ben Shumaker

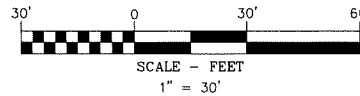
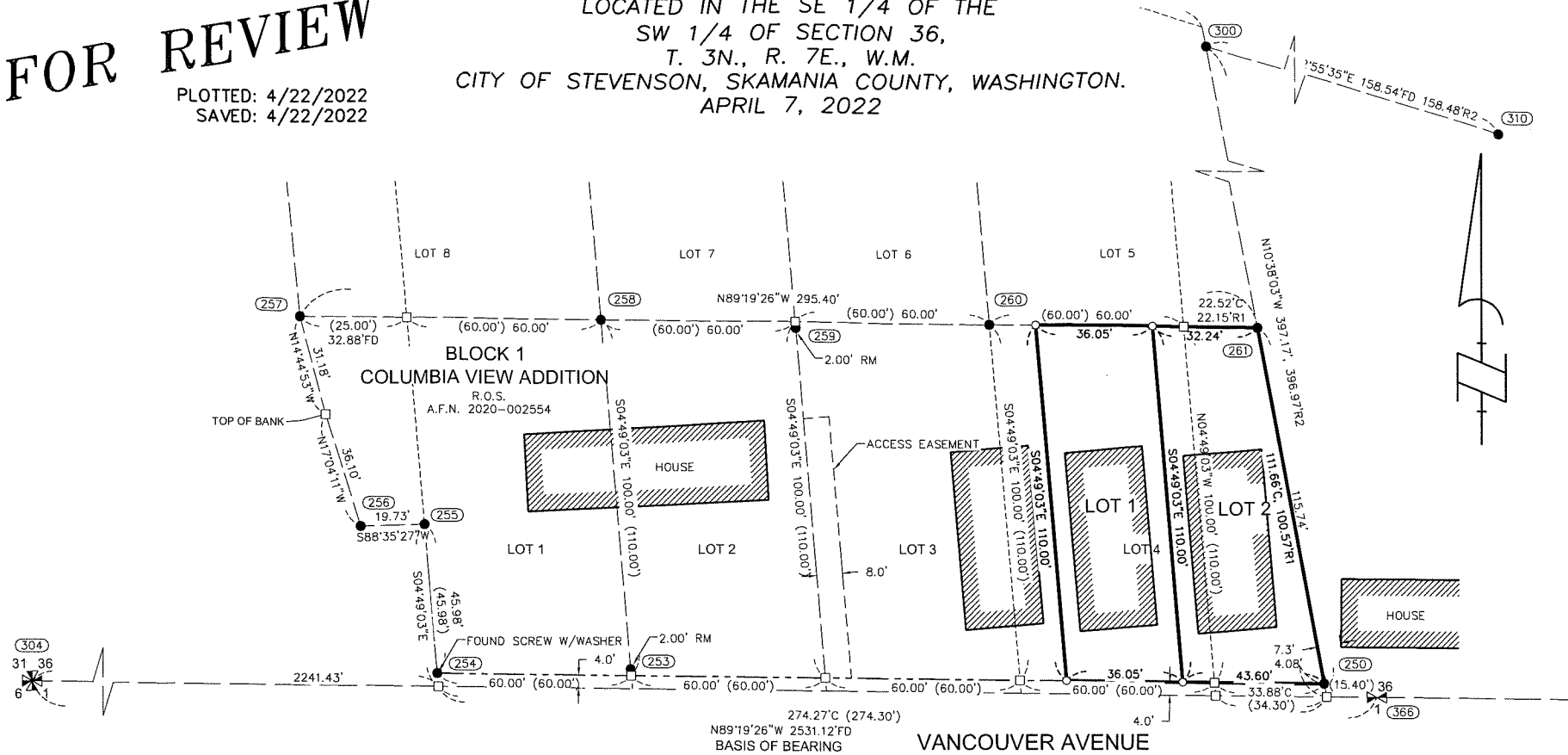
Attachments

- Proposed Plat maps

FOR REVIEW
 PLOTTED: 4/22/2022
 SAVED: 4/22/2022

SHORT PLAT

PORTION OF LOT 4, BLOCK 1, COLUMBIA VIEW ADDITION
 LOCATED IN THE SE 1/4 OF THE
 SW 1/4 OF SECTION 36,
 T. 3N., R. 7E., W.M.
 CITY OF STEVENSON, SKAMANIA COUNTY, WASHINGTON.
 APRIL 7, 2022



BASIS OF BEARINGS

WASHINGTON STATE PLANE COORDINATES SYSTEM
 SOUTH ZONE, GRID NORTH, GROUND DISTANCE.
 ESTABLISHED BY G.P.S. OBSERVATION BETWEEN
 SW CORNER SECTION 36 & N 1/4 CORNER OF SECTION 36

LEGEND

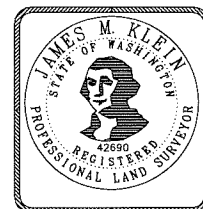
- SET 5/8" X 30" REBAR WITH 1 1/4" YELLOW PLASTIC CAP (KA 0R59002 WA42690)
- FOUND MONUMENT AS NOTED IN DESCRIPTIONS
- COMPUTED ANGLE POINT, NOT MONUMENTED
- RM REFERENCE MONUMENT
- R.O.S. RECORD OF SURVEY
- A.F.N. AUDITOR'S FILE NUMBER
- Y.P.C. YELLOW PLASTIC CAP
- R1 RECORD DATA PER RECORD OF SURVEY NO.
- FD FOUND DATA
- C COMPUTED DATA
- (XX.XX') ORIGINAL PLAT DISTANCE
- ▨ HOUSE OUTLINE

OWNER

BRIAN & ASHLEIGH MCKENZIE

KLEIN & ASSOCIATES, MAKES NO WARRANTY AS TO MATTERS OF UNWRITTEN TITLE, ADVERSE POSSESSION, ESTOPPEL, ACQUIESCENCE.

SURVEY PERFORMED FOR:
 BRIAN MCKENZIE
 DATE OF MONUMENT: APRIL, 2022
 PROJECT: 22-04-05 DRAFT: TA, GD
 FILE: 220405.DWG LAYOUT TAB: SHORT PLAT



KA
Klein & Associates, Inc.
 ENGINEERING SURVEYING PLANNING
 1411 13th Street • Hood River, OR 97031
 TEL: 541-386-3322 • FAX: 541-386-2515

SHEET 1 OF 1
 WILLAMETTE MERIDIAN
 SKAMANIA COUNTY, WASHINGTON

1/4	SEC	T.	R.
36	3N.	7E.	

DEDICATION

WE, THE OWNERS OF THE HEREIN SHOWN TRACT OF LAND, HEREBY DECLARE AND CERTIFY THIS SHORT PLAT TO BE TRUE AND CORRECT TO THE BEST OF OUR ABILITIES AND THAT THIS SHORT SUBDIVISION HAS BEEN MADE WITH OUR FREE CONSENT AND IN ACCORDANCE WITH OUR DESIRES. FURTHER, WE DEDICATE ALL ROADS AS SHOWN, NOT NOTED AS PRIVATE, AND WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENT AGENCY ARISING FROM THE CONSTRUCTION AND MAINTENANCE OF SAID ROADS. FURTHERMORE, WE GRANT ALL EASEMENT SHOWN FOR THEIR DESIGNATED PURPOSE.

BRIAN MCKENZIE _____ DATE _____
 ASHLEIGH MCKENZIE _____ DATE _____

ACKNOWLEDGMENTS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____ 2022, BY THE ABOVE SIGNED

NOTARY SIGNATURE _____
 NOTARY PUBLIC-(NAME) _____
 COMMISSION NO. _____

SURVEYOR'S CERTIFICATE

I, JAMES M. KLEIN, REGISTERED AS A LAND SURVEYOR BY THE STATE OF WASHINGTON, CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL SURVEY OF THE LAND DESCRIBED HEREIN, CONDUCTED BY ME OR UNDER MY SUPERVISION. THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN HEREON CORRECTLY, AND THAT THE MONUMENTS, OTHER THAN THE MONUMENTS APPROVE FOR SETTING AT A LATER DATE, HAVE BEEN SET AND LOT CORNERS STAKED ON THE GROUND AS DEPICTED ON THE PLAT.

JAMES M. KLEIN LS# 42690 WA _____ DATE _____

APPROVALS

WATER SUPPLY METHODS AND SANITARY SEWER DISPOSAL/ ON-SITE SEWAGE DISPOSAL SYSTEM CONTEMPLATED FOR USE IN THIS SHORT SUBDIVISION CONFORM WITH CURRENT STANDARDS. (SHORT PLAT ORD. 17.64.100(C)(1) AND (2)).

SKAMANIA COUNTY HEALTH DISTRICT _____ DATE _____

I, _____ PUBLIC WORKS DIRECTOR OF THE CITY OF STEVENSON, WASHINGTON, CERTIFY THAT THIS PLAT MEETS CURRENT CITY OF STEVENSON SURVEY REQUIREMENTS; CERTIFY THAT ANY ROADS AND/OR BRIDGES, DEVELOPED IN CONJUNCTION WITH THE APPROVED PLAN, MEET CURRENT CITY DEVELOPMENT STANDARD FOR ROADS; CERTIFY THAT THE CONSTRUCTION OF ANY STRUCTURES, REQUIRED FOR AND PRIOR TO FINAL APPROVAL, MEETS STANDARD ENGINEERING SPECIFICATIONS; APPROVE THE LAYOUT OF ROADS AND EASEMENTS; AND APPROVE THE ROAD NAME(S) AND NUMBER(S) OF SUCH ROADS.

CITY OF STEVENSON PUBLIC WORKS DIRECTOR _____ DATE _____

THE LAYOUT OF THIS SHORT PLAT COMPLIES WITH CITY OF STEVENSON CODE, CHAPTER 17.64 - SHORT PLATS AND SHORT SUBDIVISIONS, REQUIREMENTS, AND THE SHORT PLAT IS APPROVED SUBJECT TO RECORDING IN THE SKAMANIA COUNTY AUDITORS OFFICE.

CITY OF STEVENSON PLANNING _____ DATE _____

ALL TAXES AND ASSESSMENTS ON THE PROPERTY INVOLVED WITH THIS SHORT PLAT HAVE BEEN PAID, DISCHARGED, OR SATISFIED AS OF _____ DAY OF _____, 2022.
 PARCEL NO. 03081710090000

COUNTY TREASURER _____ DATE _____

RECORDING

STATE OF WASHINGTON)
 COUNTY OF SKAMANIA)

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT OF WRITING WAS FILED FOR RECORD AT THE REQUEST OF BRIAN MCKENZIE THIS _____ DAY OF _____, 2022, AT _____ M AND RECORDED IN

AUDITORS FILE NO. _____

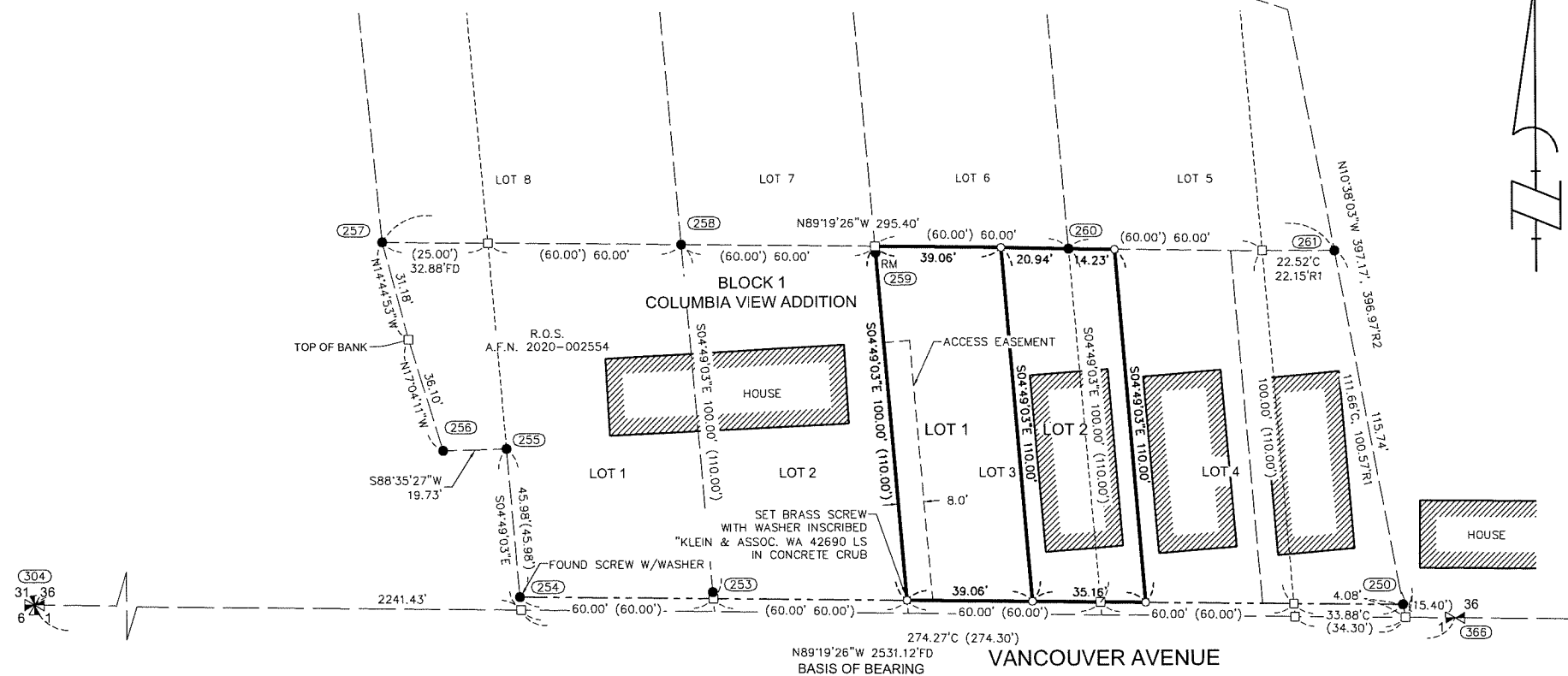
RECORDER OF SKAMANIA COUNTY, WASHINGTON

COUNTY AUDITOR

SHORT PLAT

LOTS 3 AND A PORTION OF LOT 4, BLOCK 1, COLUMBIA VIEW ADDITION

LOCATED IN THE SE 1/4 OF THE SW 1/4 OF SECTION 36, T. 3N., R. 7E., W.M. CITY OF STEVENSON, SKAMANIA COUNTY, WASHINGTON. APRIL 7, 2022



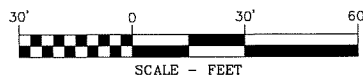
NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE LOT 3, BLOCK 1, COLUMBIA VIEW ADDITION AT OUR CLIENTS REQUEST. THE SUBJECT TRACT IS LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 36, TOWNSHIP 3 NORTH, RANGE 7 EAST, OF THE WILLAMETTE MERIDIAN.

I PREVIOUS SURVEY PERFORMED BY OUR FIRM FOR BRIAN MCKENZIE ON LOTS 1 THROUGH 4, BLOCK 1, COLUMBIA VIEW ADDITION, RECORDED IN AUDITORS FILE NO. 2020-002554 AND WAS USED TO ESTABLISH THE EXTERIOR BOUNDARY OF BLOCK 1. PREVIOUS SET MONUMENTS FROM AFORESAID SURVEY WERE RECOVERED AND HELD IN THIS SURVEY. NEW MONUMENTS WERE THEN SET AT THE NEW LOT CORNERS AS SHOWN.

AREA NOTE:

PARCEL	ORIGINAL AREA	NEW AREA
LOT 1	8,127 SF.	4,277 SF.
LOT 2		3,850 SF.



BASIS OF BEARINGS

WASHINGTON STATE PLANE COORDINATES SYSTEM
SOUTH ZONE, GRID NORTH, GROUND DISTANCE,
ESTABLISHED BY G.P.S. OBSERVATION BETWEEN
SW CORNER SECTION 36 & N 1/4 CORNER OF SECTION 36

LEGEND

- SET 5/8" X 30" REBAR WITH 1 1/4" YELLOW PLASTIC CAP (KA OR59002 WA42690)
- FOUND MONUMENT AS NOTED IN DESCRIPTIONS
- COMPUTED ANGLE POINT, NOT MONUMENTED
- RM REFERENCE MONUMENT
- R.O.S. RECORD OF SURVEY
- A.F.N. AUDITOR'S FILE NUMBER
- Y.P.C. YELLOW PLASTIC CAP
- R1 RECORD DATA PER RECORD OF SURVEY NO.
- FD FOUND DATA
- C COMPUTED DATA
- (XX.XX') ORIGINAL PLAT DISTANCE
- HOUSE OUTLINE

MONUMENT INFORMATION

- (250) (253) (261) FOUND 5/8" REBAR WITH 1 1/4" ORANGE PLASTIC CAP (KA WA51797), R3, UNLESS OTHERWISE NOTED.
- (300) FOUND 5/8" IRON ROD WITH Y.P.C.; PER OLSON ENGINEERING, R2; HELD.
- (304) FOUND 1" IRON PIPE BENT SECTION CORNER OF SECTIONS 36, 1, 31 AND 6. HELD FOR BASIS OF BEARING.
- (310) FOUND RR SPIKE AS PER OLSON ENGINEERING, R2; HELD.
- (366) FOUND COUNTY MONUMENT, SOUTH 1/4 CORNER SECTION 36. SCRIBED X IN MON CASE. HELD.

REFERENCED SURVEYS

- R1. COLUMBIA VIEW ADDITION, A.F.N. 40536, VOL A, PAGE 98-99
- R2. SURVEY PERFORMED BY OLSON ENGINEERING FOR MID BARBOUR, RECORDED AUGUST 30, 1977 IN BOOK 1, PAGE 132.
- R3. SURVEY PERFORMED BY KLEIN & ASSOCIATES FOR BRIAN MCKENZIE, RECORDED SEPTEMBER 23, A.F.N. 2020002554.

REFERENCED DEEDS

STATUTORY WARRANTY DEED, A.F.N. 2020002085

PROCEDURES

A CLOSED LOOP TRAVERSE WAS PERFORMED USING A TRIMBLE S7 TOTAL STATION AND A TRIMBLE TSC7 DATA COLLECTOR. NO ADJUSTMENT MADE, MEETS MINIMUM STANDARDS AS DESIGNATED IN WAC 332-130-090

DEDICATION

WE, THE OWNERS OF THE HEREIN SHOWN TRACT OF LAND, HEREBY DECLARE AND CERTIFY THIS SHORT PLAT TO BE TRUE AND CORRECT TO THE BEST OF OUR ABILITIES AND THAT THIS SHORT SUBDIVISION HAS BEEN MADE WITH OUR FREE CONSENT AND IN ACCORDANCE WITH OUR DESIRES. FURTHER, WE DEDICATE ALL ROADS AS SHOWN, NOT NOTED AS PRIVATE, AND WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENT AGENCY ARISING FROM THE CONSTRUCTION AND MAINTENANCE OF SAID ROADS. FURTHERMORE, WE GRANT ALL EASEMENT SHOWN FOR THEIR DESIGNATED PURPOSE.

BRIAN MCKENZIE _____ DATE _____

ASHLEIGH MCKENZIE _____ DATE _____

ACKNOWLEDGMENTS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____ 2022, BY THE ABOVE SIGNED

NOTARY SIGNATURE _____

NOTARY PUBLIC-(NAME) _____

COMMISSION NO. _____

SURVEYOR'S CERTIFICATE

I, JAMES M. KLEIN, REGISTERED AS A LAND SURVEYOR BY THE STATE OF WASHINGTON, CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL SURVEY OF THE LAND DESCRIBED HEREIN, CONDUCTED BY ME OR UNDER MY SUPERVISION. THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN HEREON CORRECTLY, AND THAT THE MONUMENTS, OTHER THAN THE MONUMENTS APPROVE FOR SETTING AT A LATER DATE, HAVE BEEN SET AND LOT CORNERS STAKED ON THE GROUND AS DEPICTED ON THE PLAT.

JAMES M. KLEIN LS# 42690 WA _____ DATE _____

APPROVALS

WATER SUPPLY METHODS AND SANITARY SEWER DISPOSAL/ ON-SITE SEWAGE DISPOSAL SYSTEM CONTEMPLATED FOR USE IN THIS SHORT SUBDIVISION CONFORM WITH CURRENT STANDARDS. (SHORT PLAT ORD. 17.64.100(C)(1) AND (2)).

SKAMANIA COUNTY HEALTH DISTRICT _____ DATE _____

I, _____ PUBLIC WORKS DIRECTOR OF THE CITY OF STEVENSON, WASHINGTON, CERTIFY THAT THIS PLAT MEETS CURRENT CITY OF STEVENSON SURVEY REQUIREMENTS; CERTIFY THAT ANY ROADS AND/OR BRIDGES, DEVELOPED IN CONJUNCTION WITH THE APPROVED PLAN, MEET CURRENT CITY DEVELOPMENT STANDARD FOR ROADS; CERTIFY THAT THE CONSTRUCTION OF ANY STRUCTURES, REQUIRED FOR AND PRIOR TO FINAL APPROVAL, MEETS STANDARD ENGINEERING SPECIFICATIONS; APPROVE THE LAYOUT OF ROADS AND EASEMENTS; AND APPROVE THE ROAD NAME(S) AND NUMBER(S) OF SUCH ROADS.

CITY OF STEVENSON PUBLIC WORKS DIRECTOR _____ DATE _____

THE LAYOUT OF THIS SHORT PLAT COMPLIES WITH CITY OF STEVENSON CODE, CHAPTER 17.64 - SHORT PLATS AND SHORT SUBDIVISIONS, REQUIREMENTS, AND THE SHORT PLAT IS APPROVED SUBJECT TO RECORDING IN THE SKAMANIA COUNTY AUDITORS OFFICE.

CITY OF STEVENSON PLANNING _____ DATE _____

ALL TAXES AND ASSESSMENTS ON THE PROPERTY INVOLVED WITH THIS SHORT PLAT HAVE BEEN PAID, DISCHARGED, OR SATISFIED AS OF _____ DAY OF _____ 2022.
PARCEL NO. 03081710090000

COUNTY TREASURER _____ DATE _____

RECORDING

STATE OF WASHINGTON)
COUNTY OF SKAMANIA)

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT OF WRITING WAS FILED FOR RECORD AT THE REQUEST OF BRIAN MCKENZIE THIS _____ DAY OF _____ 2022, AT _____ M AND RECORDED IN _____

AUDITORS FILE NO. _____

RECORDER OF SKAMANIA COUNTY, WASHINGTON

COUNTY AUDITOR _____

FOR REVIEW

PLOTTED: 4/22/2022
SAVED: 4/22/2022

SURVEY PERFORMED FOR:
BRIAN MCKENZIE
DATE OF MONUMENT: MAY, 2022
PROJECT: 22-04-08 DRAFT: TA, GD
FILE: 220406.DWG LAYOUT TAB: SHORT PLAT

OWNER

BRIAN & ASHLEIGH MCKENZIE
KLEIN & ASSOCIATES, MAKES NO WARRANTY AS TO MATTERS OF UNWRITTEN TITLE, ADVERSE POSSESSION, ESTOPPEL, ACQUISITION.



SHEET 1 OF 1
WILLAMETTE MERIDIAN
SKAMANIA COUNTY, WASHINGTON

1/4 SEC	T.	R.
<input checked="" type="checkbox"/> 36	<input checked="" type="checkbox"/> 3N.	<input checked="" type="checkbox"/> 7E.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



CITY OF STEVENSON

7121 E Loop Road, PO Box 371, Stevenson, WA 98648

COPY

HAND DELIVERED
5-11-2012

Conditional Use Permit #2012-01

ISSUED TO: City of Stevenson

LOCATION: Intersection of Second Street and Rock Creek Drive, (No Tax Lot #)

EFFECTIVE DATE: May 7th, 2012

REVIEW DATE: The first Planning Commission in October, 2014

PURPOSE: As provided by SMC 17.39, SMC 17.28.020.V, this Conditional Use Permit application for a sign of outstanding design is approved at the bus stop near the intersection of Second Street and Rock Creek Drive based on the following Findings of Fact and subject to the following conditions.

Findings of Fact:

1. The Planning Commission has reviewed this application for a Conditional Use Permit.
2. The Planning Commission advertised and held a public hearing on May 7th, 2012.
3. The Planning Commission is satisfied that, as conditioned, this Conditional Use:
 - a. Will not endanger the public health or safety;
 - b. Will not substantially reduce the value of adjoining or abutting property;
 - c. Will be in harmony with the area in which it is located; and
 - d. Will be in conformity with the comprehensive plan, transportation plan, or other plan officially adopted by the council.
4. The Planning Commission is satisfied that the proposed sign:
 - a. Is located in the C1- Commercial District;
 - b. Due to its small size and status as the only sign on the building wall, does not significantly increase or lead to street level sign clutter, to signs adversely dominating the visual image of the area or to a sign that is inconsistent with the signage objectives of the Zoning Code and Comprehensive Plan;
 - c. Does not create a traffic or safety hazard;
 - d. Is not be an off-premises sign; and
 - e. Is a unique sign of outstanding design that:
 - i. Achieves a positive and tasteful image,
 - ii. Has good legibility,
 - iii. Exhibits technical competence and quality in design, construction, durability, and is uncluttered by wires, angles, or other elements that detract from the appearance,
 - iv. Relates to architectural features rather than obscures or disregards building planes,
 - v. Presents a harmonious relationship to other signs or street furniture in the vicinity, especially other bus stops within the system,
 - vi. Is of a size that is in scale with the building where the sign is located.
5. The applicant has paid the required application fees.

Conditions of Approval

1. This Conditional Use Permit shall be valid only for the applicant for this transit system at any location within the City.

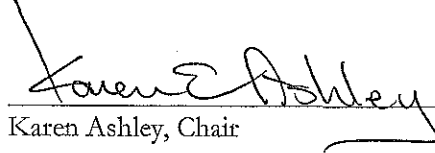
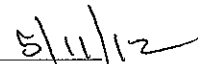
2. Noncompliance with the conditions of this permit shall render this Conditional Use Permit invalid.

THIS CONDITIONAL USE PERMIT (CUP2012-01) FOR:

A sign of outstanding design in the C1-Commercial District, at the intersection of Second Street and Rock Creek Drive, Stevenson, WA

IS HEREBY APPROVED.

For the Planning Commission:

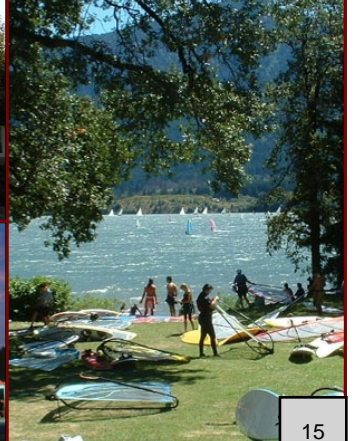
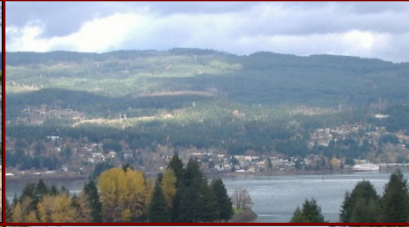
Karen Ashley, Chair

Date

STEVENSON COMPREHENSIVE PLAN

APRIL 2013

AS AMENDED THROUGH _____ 2022



Stevenson Comprehensive Plan

City of Stevenson, Washington

April 2013

As amended through _____ 2022

Prepared by:



Stevenson Planning Department
7121 East Loop Road
PO Box 371
Stevenson, WA 98648
(509)427-5970

With the Assistance of:

COGAN
OWENS
COGAN

Cogan Owens Cogan
320 Woodlark Building
813 Southwest Alder Street
Portland, OR 97205-3111
(503)225-0192



Acknowledgements

City Council

Scott Anderson, Mayor
Dave Cox
Paul Hendricks
Michael D. Johnson
Kristy McCaskell
Annie McHale

Planning Commission

Jeff Breckel, Chair
Anne Keesee
[REDACTED]
Davy Ray
Auguste Zettler

City Staff

Leana Kinley, City Administrator
Johanna Roe, Minutes Taker
Ben Shumaker, Community Development Director, Primary Author
Carolyn Sourek, Public Works Director
Ken Woodrich, City Attorney

Acknowledgements, 2013

City Council

Frank Cox, Mayor
Monica Masco
Julie Mayfield
Robert Muth
Moli Thomas
Amy Weissfeld

Planning Commission

Karen Ashley, Chair
Pat Albaugh
Scott Anderson
Jessie Hargadine
Paul Hendricks
Jim Hunt
Glenn Morris
Paul Spencer

Steering Committee

Karen Ashley, David Bennett, Kari Fagerness, Humaira Falkenberg, Chris Ford (Chair), Paul Hendricks, Judith Lanz, Jacob Leonard, Julie Mayfield, Dave McKenzie, Joe Robertson, Mary Repar, Angus Ruck, Scott Sorenson, Christine Stief, Angie Waiss

City Staff

Sandy Carlson, Minutes Taker, Carla Cosentino, Deputy Clerk, Mary Ann Duncan Cole, City Administrator, Eric Hansen, Public Works Director, Ben Shumaker, Planning Director, Primary Author, Ken Woodrich, City Attorney



Table of Contents

PRELIMINARY PAGES	I
ACKNOWLEDGEMENTS	III
TABLE OF CONTENTS	5
LIST OF FIGURES & MAPS	6
RECORD OF CHANGES	7
CHAPTER 1-VISION & CORNERSTONE PRINCIPLES	1
VISION	1
CORNERSTONE PRINCIPLES	1
DIRECTION FOR THE FUTURE	2
CHAPTER 2-PLAN PURPOSE & IMPLEMENTATION	5
WHAT IS THE COMPREHENSIVE PLAN?	5
WHY DO WE PLAN?	5
WHAT WILL THE PLAN DO FOR STEVENSON?	6
HOW DOES THIS PLAN RELATE TO OTHER PLANS?	7
HOW WILL THE CITY CARRY OUT THE PLAN?	8
CHAPTER 3-GOALS & OBJECTIVES	11
A PLAN FOR ACTION	11
GOAL 1– COMMUNITY & SCHOOLS	13
GOAL 2– URBAN DEVELOPMENT	17
GOAL 3– HOUSING	23
GOAL 4– DOWNTOWN & WATERFRONT	27
GOAL 5– BUSINESS & INDUSTRY	33
GOAL 6– TOURISM	37
GOAL 7– TRANSPORTATION & CIRCULATION	41
GOAL 8– UTILITIES & SERVICES	45
GOAL 9– PARKS & RECREATION	51
CHAPTER 4-MAPS	55
FUTURE LAND USE MAP	55
BACKGROUND MAPS	59
APPENDIX A– PLANNING & PUBLIC INVOLVEMENT	89
APPENDICES	89
APPENDIX B– GLOSSARY OF TERMS	97
APPENDIX C– POPULATION REPORT	101
APPENDIX D–PARKS & RECREATION REPORT	107
APPENDIX E–IMPLEMENTATION & MONITORING	123
APPENDIX F–POLICIES DROPPED FROM CONSIDERATION	131



List of Figures & Maps

FIGURE 1-1: CORNERSTONE PRINCIPLES	1
FIGURE 1-2: COMPREHENSIVE PLAN STRUCTURE	3
FIGURE 2-1: A SYSTEM OF PLANS	7
FIGURE 3-1: PLAN GOALS	11
FIGURE 4-1: BACKGROUND MAPS	59
FIGURE A-1: PLAN DEVELOPMENT PHASES	89
FIGURE A-2: PUBLIC PARTICIPATION LEVELS	95
FIGURE C-1: POPULATION GROWTH CYCLES	102
FIGURE C-2: 2010 REGIONAL POPULATION DYNAMICS	103
FIGURE C-3: 2012 POPULATION PROJECTION	104
FIGURE C-4: STEVENSON RACE & ETHNICITY	104
FIGURE C-5: STEVENSON POPULATION PYRAMIDS	105
FIGURE C-6: AGE COMPARISON	105
FIGURE C-7: STEVENSON POPULATION & HOUSING PROJECTIONS	106
FIGURE E-1: PROGRESS REPORT TEMPLATE	127



specifically addressed in detail in the current Comprehensive Plan. For this reason area plans can also be viewed as “supplements” to the existing Comprehensive Plan. The City of Stevenson Shoreline Management Program, as amended, is folded into the Comprehensive Plan as an area plan and is not considered a stand-alone document.

Strategic Plans

Strategic Plans are developed by the City of Stevenson to address topics that involve more than just specific neighborhood goals and objectives. They frequently address extensive development and/or redevelopment issues, and the process to carry out the strategic development. The goals and objectives of these plans are drafted in compliance with the Comprehensive Plan but are not entirely folded into the plan and still stand alone as documents. Existing Strategic Plans include:

- [1991 City of Stevenson General Sewer Plan and Wastewater Facilities Plan](#)
- [2007 City of Stevenson Water System Plan Update](#)
- [2010 Skamania County Multi-Jurisdictional Natural Hazard Mitigation Plan](#)
- [Annual Stevenson Capital Facilities Plan](#)

Agency Plans

Agency Plans are developed by agencies outside of the city. In most instances, City staff seeks to maintain intergovernmental cooperation in the development of these plans. The staff also works with these other units of government as they create plans relating to issues in their jurisdictions which have an impact on the City. The goals, objectives, and policies included in these plans are important to the City and assist in guiding land use decisions within City boundaries. These plans exist independently of the Comprehensive Plan and include:

- Management Plan for the Columbia River Gorge National Scenic Area
- Port of Skamania County Comprehensive Scheme of Harbor Improvements
- Skamania County Comprehensive Plan
- Skamania County Parks & Recreation Master Plan
- Skamania County Regional Transportation Plan
- SR 14 Scenic Corridor Management Plan

Private Plans

Private Plans are developed by individuals, businesses, and investors. They typically address specific sites or buildings within or, in select instances, near the City. When the goals and objectives that private entities develop for their sites are not consistent with the City’s goals and objectives, City officials and staff work with these entities to explain the City’s stance and build toward an understanding of whether the private plans or the City plans can be changed in a mutually satisfactory manner.

How will the City Carry Out the Plan?

The City can only move toward its Vision through the continued use, evaluation, and when necessary, amendment to the Comprehensive Plan. In the course of implementing the goals and objectives of the Comprehensive Plan, the City will use much of the diverse array of tools at its disposal. These tools can be classified under three distinct categories: those used when the City undertakes projects,



CHAPTER 3-GOALS & OBJECTIVES

The Stevenson Comprehensive Plan uses nine Goals to focus the community’s Cornerstone Principles and refine the citizens’ Vision. Like the Cornerstone Principles, the topics of these Goals closely relate to the community’s day-to-day needs and desires. Like the Vision, these Goals are broad, general statements describing the ultimate endpoint where the actions taken on their behalf should lead.



A Plan for Action

This Chapter’s nine main sections correspond to the nine Goals. After a brief introduction, each Goal is followed by a six-column matrix containing information about how that Goal can be achieved. When viewed as a whole, the six columns serve as an Action Plan designating what, why, how, and when activities should be done and who should do them.

FIGURE 3-1: PLAN GOALS

Stevenson Comprehensive Plan Goals

Goal 1—Community & Schools: The Stevenson community is active and engaged and provides excellent schools and diverse activities for its youth.

Goal 2—Urban Development: Development within the Stevenson Urban Area wisely considers the long-term interests of the community.

Goal 3—Housing: A variety of housing options accommodates all residents.

Goal 4—Downtown & Waterfront: A vibrant and attractive downtown is home to diverse businesses and welcoming to residents and visitors.

Goal 4A—Waterfront: The waterfront is an extension of the downtown core and a place where people live, work, and play.

Goal 5—Business & Industry: Stevenson supports businesses that employ its residents and meet community needs.

Goal 6—Tourism: Stevenson attracts visitors by providing and promoting a variety of tourist amenities and activities.

Goal 7—Transportation & Circulation: Multi-modal transportation options provide people and goods with safe, efficient, and convenient options.

Goal 8—Utilities & Urban Services: Reliable utilities and convenient services fulfill the needs of the current and future community.

Goal 8A—Level of Service: The community receives urban services at or above a set level of service

Goal 8B—Capital Facilities Planning: Urban services are provided according to a rational plan aligning the community’s expectations with its capabilities.

Goal 9—Parks & Recreation: Residents and visitors enjoy access to a network of world-class parks, open spaces, and recreational opportunities.



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 1– Community & Schools								
1.1– Develop a high level of communication with the community regarding decisions and events affecting the city.	1.1-1– Use media such as a City website, Facebook page, and newsletter in addition to the methods required by law.					Administration	Chamber, SBA	Ongoing
1.2– Provide opportunities for citizens to participate and express their views to City officials.	1.2-1– Solicit and use citizen knowledge and ideas in the development of City policies, goals, and objectives.					Administration		Ongoing
1.3– Ensure that the monitoring reports contained in Appendix D are submitted to the Council annually prior to budget adoption.						All Departments		Ongoing
1.4– Develop a high level of coordination among all levels of government.						Administration		Ongoing
1.5– Ensure that the plans and actions related to land use by special districts, County, State, and federal agencies are consistent with the Stevenson Comprehensive Plan.						Planning		Ongoing
1.6– Coordinate activities such as school site selection and school building use to complement surrounding neighborhood and recreational uses.	1.6-1– Encourage the use of schools for recreation, open space, and meeting rooms whenever their uses do not conflict with the primary educational purpose of the schools. 1.6-2– Develop a school walking route plan and incorporate its projects into the Capital Facilities Plan					Administration & Planning	SCSD	Ongoing
1.7– Facilitate the school district’s efforts to provide quality educational programs now and into the future.	1.7-1– Establish flexible zoning regulations for schools and related activities to ensure the schools’ ability to enhance facilities.					Planning	SCSD, Parent Groups	Ongoing
1.8– Support the school district’s efforts to enhance community involvement in schools.	1.8-1– Provide opportunities for student involvement and partnerships in City government, projects, and activities.					Administration	SBA, SCSD	Ongoing



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 1– Community & Schools								
1.9– Support vocational and workforce training programs that build skills serving the needs of existing and future employment opportunities and businesses in the area, especially in the forestry and timber industries.						Administration	EDC, SBA, SCSD, Parent Groups, Work-Source	Short-Term
1.10– Facilitate and encourage the regional library system to maintain the high level of educational service to the community.						Administration	FVRL	Ongoing
1.11– Support the Columbia Gorge Interpretive Center, especially in their educational and children’s programming efforts.						Administration	CGIC	Ongoing
1.12– Develop and enhance cultural opportunities.	1.12-1– Facilitate and support development of a bricks-and-mortar performing arts center. 1.12-2– Develop a public art plan and incorporate its projects into the Capital Facilities Plan. 1.12-3– Install public art in key locations throughout the City, especially along the Columbia River waterfront. 1.12-4– Develop an interpretive signage plan. 1.12-5– Install interpretive signs in key locations through the City, especially highlighting Stevenson’s unique relationship with the Columbia River.					Administration & Planning	CGIC, Chamber, County, SCSD , SPAF	Mid-Range
1.13– Support community-based activities and events that cater to residents of Stevenson, especially during the winter months.						Administration	Chamber, County, SBA	Ongoing



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 2– Urban Development								
2.6– Protect public and private property and human safety from hazards such as critical aquifer pollution, frequent floods, geological hazards, and fire.	2.6-1– Establish development standards for lands known to have severe limitations. 2.6-2– Establish development standards for flood plains to minimize flood hazard vulnerability. 2.6-3– Establish standards for the Rock Creek slide to minimize soil movement. 2.6-4– Establish development standards to ensure safety near gas pipelines.					Planning		Short-Term
2.7– Periodically review and revise the Future Land Use and Zoning maps to accommodate changes in community needs.	2.7-1– Consider designating areas not served by the public sewer and/or water systems as an “urban reserve” until capital facilities for such services systems are made available. 2.7-2– Balance the availability of sufficient land for various uses when designating Future Land Use and Zoning districts. 2.7-3– Consider infill potential when designating Future Land Use and Zoning districts, especially with regard to multi-family housing. 2.7-4– Consider redesignating lands currently designated for industrial use which are unlikely or undesirable to be developed for such uses. 2.7-5– Consider location and suitability of land for urban uses and established need when designating Future Land Uses and Zoning districts. 2.7-6– Consider the availability of urban services and level of service standards when designating Future Land Uses and Zoning districts.					Administration & Planning		Ongoing
2.8– Establish policies to review annexation proposals.	2.8-1– Prefer annexation of developed areas abutting the city.					Planning		Short-Term




OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 2– Urban Development								
2.9– Encourage the establishment of a subarea plan and land use regulations within the unincorporated Urban Area.	2.9-1– Encourage maintaining existing forest and farm uses within the unincorporated Urban Area. 2.9-2– Discourage development within the unincorporated Urban Area until suitable land within the City has been developed. 2.9-3– Ensure the highest and best use of riverfront properties within the unincorporated Urban Area by protecting them from development and redevelopment until urban utilities and services can be provided.					Planning	County	Short-Term
2.10– Use the type, location, and phasing of public facilities services as a factor to guide urban expansion.	2.10-1– Manage urbanization through the expansion of public infrastructure capital facilities such as the sewer and water systems.					Planning & Public Works		Ongoing
2.11– Manage lands bordering the National Scenic Area boundary to ensure habitat and recreational connectivity.						Planning		Ongoing
2.12– Facilitate and encourage the use of innovative building types and land development patterns that encourage conservation of energy and other resources.	2.13-1– Consider establishing incentives and/or special standards for infill projects.					Building & Planning		Ongoing
2.13– Establish standards for urban development that encourage mixtures of land uses and intensities.						Planning		Mid-Range
2.14– Ensure development review processes are prompt, predictable, open, and uncomplicated.						All Departments		Ongoing







OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 3– Housing								
3.1– Periodically review and revise land development regulations for residential areas to accommodate changing social and economic needs of residents.						Planning		Ongoing
3.2– Encourage a range of residential land uses, housing sizes, types, and price ranges and establish appropriate development criteria.	3.2-1– Allow for development of accessory dwelling units, cluster housing, condominiums, and planned unit developments that allow trade-offs as a development incentive. 3.2-2– Ensure adequate and buildable areas for multi-family housing development.					Planning	Realtors	Short-Term
3.3– Develop affordable housing goals.	3.3-1– Establish programs and incentives that lead to housing meeting the City’s affordability goals, such as property tax abatement and inclusionary zoning.					Planning	CGHA	Short-Term
3.4– Establish property maintenance ordinances.	3.4-1– Educate homeowners on property maintenance ordinances.					Administration		Ongoing
3.5– Consider establishing innovative taxing methods and development incentives to ensure vitality and preservation of established residential areas.	3.5-1– Consider Local Improvement Districts and similar tools to provide and/or enhance public infrastructure/capital facilities in established residential areas. 3.5-2– Consider Local Improvement Districts and similar tools to assist existing landowners with capital facilities for new residential areas .					Administration & Planning		Ongoing



3.6– Review and carefully consider the immediate and long term effects of fees, charges, regulations, and standards on dwelling costs.						Administration & Planning	County	Short-Term
--	--	--	--	---	--	---------------------------	--------	------------

OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			

Goal 3– Housing

3.7– Ensure major residential developments and high density residential areas provide adequate open space and recreation areas.	3.7-1– Establish design standards for land divisions to provide open space and recreation areas. Provision of such open spaces should not reduce the density which can be achieved on the site. 3.7-2– Conduct an inventory of undeveloped areas to determine potential opportunities for provision of open space and recreation areas.					Planning		Ongoing
3.8– Review all development proposals for compatibility with surrounding established residential areas. Policies related to land use, transportation, public facilities and public services should seek to maintain and enhance the quality of these areas.	3.8-1– Consider requiring special screening, landscaping, sound proofing, and fencing when appropriate to minimize noise, hazards, and glare for residential developments abutting designated major streets.					Planning		Ongoing



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 4– Downtown & Waterfront								
4.6– Encourage enhancing the Courthouse lawn as a more attractive community gathering space.						Administration	County	Short-Term
4.7– Ensure that both public and private properties located along entrances to Stevenson are attractively maintained.						Public Works	Private Property Owners	Ongoing
4.8– Establish standards to encourage relocation or burial of powerlines-aboveground utility lines in the downtown commercial area and other areas where views are affected.	4.8-1– Encourage utility providers to develop undergrounding plans and coordinate their plan with the Capital Facilities Plan.					Planning & Public Works	Private Utilities, PUD	Short-Term
4.9– Revise sidewalk construction programs to minimize the replacement of street trees.						Public Works		Mid-Range
4.10– Provide better connections between downtown and the waterfront.	4.10-1– Consider converting Russell Street into a pedestrian mall between Second and First streets. 4.10-2– Consider improving sidewalks and street crossings and installing public art and seating areas on Russell Street from downtown to the waterfront.					Planning & Public Works	Port, SBA	Mid-Range
4.11– Consider establishing a Parking and Business Improvement Area to support downtown improvements, such as a rehabilitation grant or loan program for downtown buildings or provision of visitor amenities.						Administration	Chamber, EDC, SBA	Short-Term
Goal 4A– The waterfront is an extension of the downtown core and a place where people live, work, and play.								
4A.1– Enhance shoreline access in the Stevenson area.	4A.1-1– Coordinate shoreline access with erosion control/stabilization programs. 4A.1-2– Support development of a large waterfront gathering place (e.g., amphitheater) for community					Administration, Planning & Public Works	County, Port, Property Owners, SDA	Long-Term



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 5– Business & Industry								
5.3– Establish strategies to retain and grow existing businesses.	5.3-1– Conduct an annual inventory of local businesses. 5.3-2– Periodically survey local businesses to understand how the City can support their success and growth.					Administration	Chamber, EDC, Port, SBA	Ongoing
5.4– Support networking opportunities such as the “Chamber Breaks.”						Administration	Chamber	Ongoing
5.5– Facilitate and support provision of adequate basic services (e.g., utility, transportation, communications, etc.) to meet the needs of Stevenson’s business community.						Administration	County, EDC	Ongoing
5.6– Support the development of industrial lands and buildings.						Administration	Count, EDC, Port	Ongoing
5.7– Promote Stevenson’s local resources and amenities (e.g., low energy costs, fiber optics) and location near the I-5, I-84, and railroad corridors to attract industry and commerce to ensure tax base stability.						Administration	Chamber, EDC, Port, SBA	Ongoing
5.8– Preserve lands designated for industrial use for that use, protect them from incompatible uses, and ensure access to good infrastructure (e.g., quality roads, facilities).	5.8-1– Consider the feasibility and benefits of establishing industrial areas along Ryan Allen Road near the garbage transfer station. 5.8-2– Consider regional tax sharing programs as an alternative to developing industrial land in Stevenson.					Planning	EDC, Port	Ongoing
5.9– Establish standards for industrial land use to encourage nonpolluting, environmentally safe, light industries.						Planning	EDC, Port	Mid-Range



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 6– Tourism								
6.7– Encourage development of mountain biking and hiking trails and other visitor amenities on the public lands immediately outside of Stevenson.						Administration	BPA, Bike groups, County, FoG, USFS, WaDNR	Ongoing
6.8– Establish a quiet zone at railroad crossing within the city						Public Works	BNEP, Chamber, SGA, BSA	Short Term

Goal 7– Transportation & Circulation



“Multi-modal transportation options provide people and goods with safe, efficient, and convenient options.”

The transportation system is probably the most visible and frequently used **urban** service provided by the City of Stevenson. Whether traveling to work, joyriding through the Gorge, leisurely strolling through the neighborhood, or waiting for a delivery, the residents, visitors, and businesses of Stevenson rely on the City for a functional and convenient transportation and circulation system. This Goal emphasizes methods by which the City can ensure its transportation system meets community needs.

Stevenson’s existing transportation and circulation system has shifted modes and focuses over its long history. The original Plat of Stevenson was a gridiron pattern that enabled easy internal circulation for pedestrian and horse traffic and focused on the Columbia River and Stevenson Landing as the primary mode of external transportation. When the railroad came through town, the focus shifted from the river uphill to where the rail line met dirt streets and boardwalk sidewalks. As automobile use grew and the city expanded away from its original riverside terrace, this gridiron pattern had to be altered to accommodate the steep Gorge slopes, the many creekside canyons and ravines cutting through these slopes, and the existing oddly-intersecting logging roads on the then-periphery. With the continued dominance of the automobile, the focus again shifted uphill to the new paved state highway, cul-de-sacs and dead-ends became commonplace methods for dealing with the creekside ravines and canyons, and sidewalks waned in importance.

Stevenson plays the lead role in ensuring the continual shifts in transportation modes occur in a way that benefits residents, visitors and businesses. The Objectives and Tactics of this Goal allow the City to accommodate these changes by focusing on improving the function, management, and look of existing transportation options and increasing the nonautomotive aspects of the system.



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 7– Transportation & Circulation								
7.1– Develop a long range transportation plan and incorporate its projects into the Capital Facilities Plan.	<p>7.1-1– Consider the feasibility and benefits of establishing one-way couplets on 1st and 2nd Streets.</p> <p>7.1-2– Consider the feasibility and benefits of using roundabouts at intersections throughout the city.</p> <p>7.1-3– Develop improvement plans for existing rights-of-way.</p> <p>7.1-4– Consider traffic calming measures such as narrow streets.</p> <p>7.1-5– Minimize traffic congestion and facilitate the safe, efficient movement of people and commodities through the design of the transportation system.</p>					Public Works	BNSF, County	Short-Term
7.2– Establish and manage the transportation system in a manner which contributes to community appearance and livability, recognizes and respects the characteristics of natural features, and minimizes the effects on abutting land uses.						Public Works		Ongoing
7.3– Develop a transportation system that provides all citizens with transportation choices and alternatives.	<p>7.3-1– Support establishment of a regional transit system.</p> <p>7.3-2– Support provision of safe and convenient transit stops.</p>					Public Works	BNSF, County	Mid-Range
7.4– Develop a plan for safe and convenient alternate forms of transportation, such as bikeways, walkways, and pathways and incorporate its projects into the Capital Facilities Plan.	<p>7.4-1– Consider separating pedestrian, bicycle, and auto traffic.</p> <p>7.4-2– Provide safe and accessible pedestrian crossings throughout the city.</p>					Public Works	Chamber, County, SBA	Ongoing
7.5– Periodically review and revise standards for public and private roads.						Public Works	SBA	Mid-Range



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 7– Transportation & Circulation								
7.6– Reduce the effects of through traffic in the downtown commercial area while minimizing any negative impact on local businesses.	7.6-1– Manage road construction projects to minimize construction-related impacts on local businesses. 7.6-2– Facilitate and encourage alternative routing and/or usage of Highway 14 by truck traffic.					Public Works	Chamber, EDC, SBA	Ongoing
7.7– Establish a tree conservation and management program for City rights-of-way. This program should provide for the replacement, planting, preservation, and maintenance of trees.						Public Works		Short-Term
7.8– Facilitate and support safety at railroad crossings.						Public Works	BNSF	Ongoing
7.9– Establish Expand the A-railroad quiet zone to include the crossings at the Stevenson Cemetery and the Co-Ply mill street-railroad crossings within the city.	7.9-1– Identify the capital facilities necessary to expand the quiet zone and incorporate them into the Capital Facilities Plan.					Public Works	BNSF, Chamber, SBA, Port	Short-Term
7.10– Facilitate and support rail service for future transportation and commerce needs.						Public Works	BNSF, Chamber, SBA, Port	Long-Term
7.11– Manage on-street parking to permit the safe and efficient operation of the transportation system.						Public Works	County	Ongoing
7.12– Review and revise parking policies to facilitate efficient short-term parking and minimize off-street parking requirements.	7.12-1– Consider a shared parking program to utilize underused parking lots, such as the Courthouse, schools, and churches.					Public Works	Chamber, EDC, SBA	Short-Term
7.13– Provide wayfinding signage to aid traveler navigation and guide visitors to Stevenson attractions and amenities, especially east- and west-bound travelers on I-84.						Public Works	Chamber, ODOT, SBA, WsDOT	Short-Term

Goal 8– Utilities & Urban Services



“Reliable utilities and convenient services fulfill the needs of the current and future community.”

City governments exist to serve their citizens. This Goal of the Comprehensive Plan emphasizes the aspects by which the City can serve its citizens through proper management and provision of utility services.

The City of Stevenson provides a number of **public** services to its residents. Responsible management of tax- and rate-payer contributions tops the list, but the City also ensures buildings are inspected for safety, clean drinking water is provided to the tap, fires are suppressed before they can spread, sewage is collected and treated, justice is served through policing and the court system, and neighborhood nuisances are remedied. The City also coordinates with outside utility and service providers to ensure that its residents and visitors receive the services they require.

“The community receives urban services at or above a set level of service.”

As the community changes over time, its needs will also change. This Sub-Goal ensures levels of service (LOS) are considered in the system of plans developed by the City and its partners. The LOS standards of those plans should be monitored to ensure they lead toward fulfillment of this Plan’s Goals.

“Urban services are provided according to a rational plan aligning the community’s expectations with its capabilities.”

Whether these services are provided through a pipe, over a wire, or at a desk, capital facilities are necessary to support them. The presence or lack of these facilities will determine the services that can be provided to the Stevenson community. As the city grows, new capital facilities will be necessary to provide urban services, and as time goes on, existing capital facilities will need to be replaced. The creation and adherence to a Capital Facilities Plan is an important component of managing Stevenson’s growth, development, and change.

The Objectives and Tactics leading to the fulfillment of this Goal **and its Sub-Goals** contain methods by which the City can manage and improve upon the **public** services it provides and ensure that other utility and service providers do likewise.



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8– Utilities Urban & Services								
8.1– Encourage City staff and officials to enhance their skills through training and continuing education on topics relevant to their job performance, such as management and communication.						All Departments		Ongoing
8.2– Develop a long-range financial plan.						Administration		Ongoing
8.3– Periodically review and revise the capital facilities plan.						Administration & Public Works		Ongoing
8.4– Identify and correct health and safety hazards within the Stevenson Urban Area.						Administration	County, DUL	Ongoing
8.5– Establish maintenance programs to preserve the long-term viability of the City's capital facilities.						Administration & Public Works		Short-Term
8.6– Offset the costs of new development to existing city residents by establishing development charges.						Administration		Ongoing
8.7– Provide adequate easement and right-of-way widths for public and private utilities and emergency and other services.						Planning & Public Works		Ongoing
8.8– Base the provision for future public facilities and utilities upon financial cost and adequacy of desired levels of service.	<p>8.8-1– Consider providing public facilities and utilities in advance of need.</p> <p>8.8-2– Coordinate urban development with private utility agencies to ensure the availability of services when needed.</p> <p>8.8-3– Continue to provide water and sewer services within the Urban Area.</p>					Administration	County, DUL	Ongoing



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 8– Utilities Urban & Services								
8.9– Manage urbanization through the expansion of the sewer system.	<p>8.9-1– Permit septic systems only when provision of sewer service is technically infeasible within the planning period.</p> <p>8.9-2– Revise land development regulations to prohibit septic system installations in areas where provision the General Sewer Plan identifies expansion of the sewer systemservice is feasible during the planning period.</p> <p>8.9-3– Establish a program to temporarily allow installation of septic systems where sewer service is currently unavailable and to decommission septic systems when sewer service is available.</p>					Planning & Public Works		Ongoing
8.10– Consider alternative waste disposal systems for difficult sites and to Encourage conservation of water.						Public Works		Ongoing
8.11– Coordinate the infrastructure improvement and maintenance projects of multiple utilities to reduce costs and disruptive impacts.						Public Works		Ongoing
8.12– Establish a stormwater utility to provide for the collection and treatment of stormwater runoff and the maintenance of stormwater facilities.	8.12– Establish standards for land development ordinances to provide for the collection and treatment of stormwater runoff.					Public Works		Short-Term
8.13– Consider alternative energy resources to benefit the community.	8.13-1– Facilitate and support local energy resource development and use, such as geothermal.					Administration	County, Port, PUD, State	Mid-Range
8.14– Facilitate and support the expansion of high-speed communication utilities such as broadband, fiber optics, and Wi-Fi.						Administration		Ongoing



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
8.15- Facilitate and support the burial of existing aboveground utility lines						Administration & Public Works	Private Utilities, Public	Ongoing
Goal 8- Utilities & Urban Services								
8.16- Require the burial of new utility lines						Planning & Public Works	Private Utilities	Ongoing
8.17- Facilitate and encourage the collection, recycling, disposal, and reuse of solid waste within the Stevenson Urban Area.	8.17-1- Consider solid waste for use in biomass energy projects. 8.17-2- Consider composting solid waste through a community-scale facility.					Public Works	County Solid Waste	Short-Term
8.18- Periodically review and revise the City's law enforcement program.						Administration		Ongoing
8.19- Support Stevenson Fire Department and the Skamania County Hospital District to maintain high quality services.	8.19-1- Consider establishing a joint facility to house emergency response agencies.					Administration		Ongoing
8.20- Encourage establishment of county-wide mitigation and emergency action programs for spills, explosions and other disasters.						Administration	County, EMS, Fire	Mid-Range
8.21- Ensure urban services are provided within the Stevenson Urban Area	8.21-1- Continue to provide urban services related to transportation, water, sanitary sewer, storm sewer, fire suppression, and parks and recreation. 8.21-2- Establish a stormwater utility to provide for the collection and treatment of stormwater runoff and the maintenance of stormwater facilities. 8.21-3- Encourage private and/or public agencies to provide urban services within the Stevenson					Administration & Public Works		Ongoing



	<p>Urban Area. Such services include telecommunications, schools, non-city provided transportation, electrical power, solid waste and non-city provided parks and recreation.</p> <p>8.21-4- Consider the feasibility and benefits of providing urban services which are not provided within the Stevenson Urban Area and/or which are not provided at the level of service expected from the community.</p>								
<p>8.22- Reduce visual blights and hazards associated with aboveground utility lines.</p>	<p>8.22-1- Facilitate and support the burial of existing aboveground utility line.</p> <p>8.22-2- Require the burial of new utility lines.</p>					<p>Administration Planning & Public Works</p>	<p>Private Utilities, PUB</p>	<p>Ongoing</p>	
<p>Goal 8A- The community receives urban services at or above a set level of service.</p>									
<p>8A.1- Ensure plans are developed for urban services in the Stevenson Urban Area. Such plans should set LOS standards based on:</p> <ul style="list-style-type: none"> • Community needs and desires • Inventories of existing facilities • Forecasts of current and future capacities • Proposed locations and capacities of new facilities • The long-term financial feasibility of accommodating the anticipated growth, development, and change, and <p>A short-term (6-year) capital improvement plan clearly identifying specific projects and the source of public money for funding for their completion.</p>	<p>8A.1-1- Develop plans for public services provided by the City, such as transportation and circulation, water, sanitary sewer, storm sewer, parks and recreation services, and fire.</p> <p>8A.1-2- Encourage development of individual plans for urban services provided within the Stevenson Urban Area by private and/or public agencies, such as telecommunications, schools, non-city provided transportation, electrical power, and solid waste. Such plans should ensure the availability of services when needed.</p>					<p>Administration Planning & Public Works</p>	<p>County Private Utilities, PUB MDOT</p>	<p>Ongoing</p>	
<p>8A.2- Establish standards for land development to ensure LOS standards are maintained and the system of area and strategic plans are implemented.</p>	<p>8A.2-1- Offset the impacts of new development to existing city residents by establishing systems development charges and fee-in-lieu programs.</p> <p>8A.2-2- Establish a program to decommission private wells and transfer their water rights to the City.</p> <p>8A.2-3- Establish a stormwater program to collect and treat stormwater and to limit sites' post-</p>					<p>Administration Planning & Public Works</p>	<p>County Private Utilities, PUB</p>	<p>Short Term</p>	



	<p>development stormwater run-off</p> <p>8A.2-4- Coordinate land development approvals with private utility agencies to ensure the availability of services when needed</p>									
<p>Goal 8B- Urban services are provided according to a rational plan aligning the community's expectations with its capabilities.</p>										
<p>8B.1- Establish a capital improvement program to ensure of LOS standards are maintained and/or exceeded, to preserve the long-term viability of the City's capital facilities, and to implement the system of area and strategic plans within the Stevenson Urban Area</p>	<p>8B.1-1- Consider providing facilities for urban services in advance of need</p> <p>8B.1-2- Base the provision of future capital facilities upon financial cost</p> <p>8B.2-3- Identify and correct health and safety hazards within the Stevenson Urban Area</p>					<p>Administration Planning & Public Works</p>	<p>County Private Utilities PUD</p>		<p>Short Term</p>	
<p>8B.2-1- Adopt an annual Capital Facilities Plan to prioritize completion of projects identified in adopted area and strategic plans or are otherwise consistent with the Comprehensive Plan</p>	<p>8B.2-1- Coordinate the capital facility improvement and maintenance projects of multiple urban service providers to reduce costs and disruptive impacts</p> <p>8B.2-2- Establish a New Improvements for Community Enhancement (NICE) Neighborhood Program to allow the community to initiate projects for inclusion in the Capital Facilities Plan</p> <p>8B.2-3- Involve the public in annual Capital Facilities Plan decisions, minimally by holding a public hearing before the City Council</p>					<p>Public Works</p>	<p>County Port Private Utilities PUD, SCSU</p>		<p>Ongoing</p>	



OBJECTIVE	TACTICS	CORNERSTONE PRINCIPLES				RESPONSIBLE DEPARTMENT	LIKELY PARTNERS	TIMELINE
		HQL	NSB	HE	AW			
Goal 9– Parks & Recreation								
9.1– Establish a parks and recreation plan that ensures Stevenson projects are eligible for State grant funds <u>and incorporate its projects into the Capital Facilities Plan.</u>	9.1-1– Consider potential park needs as additional land develops.					Administration		Short-Term
9.2– Preserve open space and recreational resources.	9.2-1– Establish cooperative agreements to ensure that recreation and open space lands and facilities will be provided. 9.2-2– Secure dedications and easements adequate for channel maintenance, public open space, and future recreational use along all natural, permanent stream corridors. 9.2-3– Encourage private enterprise and intergovernmental agreements that will provide open space for recreational lands and facilities. Provision of such open spaces should not reduce the density which can be achieved on the site.					Administration & Planning		Long-Term
9.3– Maintain parks and recreational lands and facilities.						Public Works		Ongoing
9.4– Consider establishing a permanent funding source for the acquisition, development, and maintenance of park and recreation lands and facilities.						Administration		Mid-Range
9.5– Develop a pathways and trails plan to highlight Stevenson’s recreational, historical, and commercial sites <u>and incorporate its projects into the Capital Facilities Plan.</u>	9.5-1– Consider using stream corridors as part of a parkway or greenway concept. 9.5-2– Include connections among the parks and trails of the City, its partner agencies, and private entities. 9.5-3– Include nature walks, scenic vistas, and connections to forests in the plan.					Administration & Public Works		Mid-Range



CHAPTER 4-MAPS

Many of the Goals, Objectives and Tactics described in the previous chapter are tied to specific infrastructure, institutions, or areas of Stevenson. The policies called for in the Comprehensive Plan often cannot be accomplished without maps that provide a fuller understanding of how specific areas of the city interrelate and connect with each other.

Future Land Use Map

The Comprehensive Plan's Future Land Use Map is crucial for showing clearly and concisely how the Goals, Objectives, and Tactics contained in Chapter 3 relate to the Population Report in Appendix C. This map designates all areas of the City and Urban Area according to five basic land use designations describing where population and business growth will occur and how the City intends for lands to be used in the future.

The Future Land Use designations are not zoning districts, and the Future Land Use Map is not a zoning map. Whereas the City of Stevenson Zoning Map is an official regulatory document adopted by ordinance through the Zoning Code, the Comprehensive Plan's Future Land Use Map is a guidance document that will be used to shape future decisions about annexations, land development policies, the size and timing of **infrastructure-capital facility** upgrades, changes to existing zoning designations, and those purposes indicated in RCW 35A.63.080.



Urban Reserve (UR)

An area within which future development and extension of **municipal-public** services are contemplated but not imminent. Existing uses, particularly vacant lands and very low density single-family housing, coexist with uses otherwise characteristic of more rural areas. Further development within an Urban Reserve is discouraged until **municipal-public** services can be provided and urban level densities and intensities of land use can occur. Urban Reserve areas may be subcategorized to anticipate any other land use designation described below and may be changed to such designations without amending the plan when adequate **municipal-public** services are provided.

Low Density Residential (LDR)

An area dominated by single-family homes on lots 15,000 square feet or larger. Development within a Low Density Residential area typically requires extension of **municipal-public** water service and other **utilities-urban services**, though on-site septic systems are often unavoidable and desirable as an alternative to extension of the **municipal-public** sewer collection system. The development pattern encourages connected



street networks where terrain permits. Where terrain does not permit, culs-de-sac are often paired with pedestrian pathways to provide adequate non-automotive connectivity to nearby neighborhoods, schools, parks, and business centers.

High Density Residential (HDR)

An area dominated by multi-family housing or single-family housing on lots smaller than 15,000 square feet. Residential uses in these areas are often mixed with institutions, utilities, schools, and parks and/or located in close proximity to commercial uses more characteristic of urban areas. Development within a High Density Residential area almost exclusively requires extension of, or connection to, **municipal public** water and sewer systems. Development patterns in these areas encourage connected street networks with pedestrian and bicycle facilities providing connections to abutting neighborhoods, schools, parks, and business centers. High Density Residential areas may be subcategorized by single-family or multi-family designations, and public use designations.

Low Intensity Trade (LIT)

An area where commercial activity is interspersed and coexists with other recreational, and public/institutional uses in the same area. Low Intensity Trade areas typically provide opportunities to capitalize on and expand the regional tourism and service industries. Because of the space typically demanded by Low Intensity Trade activities, the uses allowed in these areas are often inappropriate or cannot exist within Downtown Stevenson or other High Intensity Trade areas; however, Low Intensity Trade areas are not intended to detract from the viability of, or compete with, High Intensity Trade areas. Development of Low Intensity trade areas almost exclusively requires **municipal public** service extension. Although the parking and access patterns of Low Intensity Trade areas are typically oriented primarily to automotive traffic, adequate accommodations for pedestrian and bicycle users are also included. Low Intensity Trade areas may be subcategorized by general, recreation, and public use designations.



High Intensity Trade (HIT)

An area primarily devoted to commercial, light industrial, public/institutional activities, mixed uses, multi-family, and existing single-family residences. These areas contain a dense, highly intensive land use pattern focusing on an urban style of development and architecture. **Connection to municipal utilities-Availability of urban services** adds to the viability of High Intensity Trade areas. High Intensity Trade areas may be subcategorized by downtown, office, and industrial designations. Development in downtown areas typically follows a tight-knit gridiron pattern that emphasizes the

importance of pedestrians and bicyclists to ensure areas are walkable. As compared to downtown areas, office and industrial areas are more dependent on automotive traffic.



Background Maps

The Future Land Use Map and many of the Comprehensive Plan’s Goals, Objectives, and Tactics are based on careful consideration of how Stevenson relates to the built, natural, and legal environments of its setting. The following maps illustrate these environments and provide Comprehensive Plan users with a better understanding of the plan’s policies. **Periodically, these maps should be updated and/or supplemented by staff action; changes to the background maps not themselves considered Comprehensive Plan amendments.**

FIGURE 4-1: BACKGROUND MAPS

Maps Showing Stevenson Background Information

Vicinity Map: A map showing Stevenson’s location within the State, Region and County

Base Map: A map showing key features within the Stevenson Urban Area

Water System Map: A map showing properties currently served by City water, the boundaries of Stevenson’s water service area and existing and proposed infrastructure components

Sewer System Map: A map showing properties currently served by City sewer and the boundaries of Stevenson’s sewer service area

Street Map: A map of the federal functional classification of Stevenson-area streets

Sidewalks & Trails Map: A map showing the extent of Stevenson’s pedestrian pathway system

Parks Map: A map of the public and private recreational lands and service areas in Stevenson

Wetlands & Stream Habitat Map: A map showing the location of identified wetlands and the current buffer areas required along area streams

Frequently Flooded Areas Map: A map of the floodplains identified by FEMA’s Flood Insurance Rate Maps

Geologic Hazards Map: A map showing landslides, debris flow hazard areas, erosion-prone areas, and steep slopes in the Stevenson area

Existing Land Use Map: A map showing how land is currently being used in the Stevenson Urban Area

Zoning Map: A map of the current zoning within and adjacent to the Stevenson Urban Area

Built Environment Constraints Map: A map showing areas likely to be developed or redeveloped based on 1) the likelihood of connection to City water and sewer and 2) the current development status

Natural Environment Constraints Map: A map showing areas likely to be developed or redeveloped based on 1) the presence of natural hazards and 2) the presence of ecological constraints



Appendix B– Glossary of Terms

As used in this plan, the words below have the meaning given here unless the context clearly dictates otherwise.

Abbreviations & Acronyms

- BNSF**—Burlington Northern Santa Fe Railroad
- CGHA**—Columbia Gorge Housing Authority
- CGIC**—Columbia Gorge Interpretive Center
- DSHS**—Washington Department of Social and Health Services
- EDC**—Skamania County Economic Development Council
- FEMA**—Federal Emergency Management Agency
- FoG**—Friends of the Gorge
- FVRL**—Fort Vancouver Regional Library District
- ODOT**—Oregon Department of Transportation
- SBA**—Stevenson Business Association
- SDA**—Stevenson Downtown Association
- SCSD**—Stevenson-Carson School District
- SPAF**—Skamania Performing Arts Foundation
- USFS**—United States Forest Service
- USPS**—United States Postal Service
- WsDOT**—Washington Department of Transportation

Words & Phrases

Acquire— To take possession of through the City’s own funds, efforts, or actions.

Capital Facilities Plan— A local government plan supporting a program that schedules permanent capital improvements and maintenance, usually for 6 years in the future, to fit the projected fiscal capability of the jurisdiction. The program is generally reviewed annually for conformance to and consistency with this Plan.

Community Asset— An individual, group, or institution present in the city, county, or region capable of adding insight or value to City programs, projects, or activities. “Community Assets” are typically not directly associated with City government and include entrepreneurs, investors, businesses, and non-profit agencies.

Cluster Analysis— A study whereby economic opportunities and competitive advantages are identified through the comparison of a region’s existing industrial mix to similar regions. Identification of such opportunities and advantages can then be used to target economic development and business attraction strategies in an effective manner.

Consider— 1) To think carefully about, especially in order to make a decision; 2) To bear in mind as a possible or acceptable course of action. When used in conjunction with another verb, an Objective or Tactic should be viewed as an optional course of action rather than a directive.



Words & Phrases, Continued

Cross-Promotion— The technique designed to help a business or company sell multiple products or services or to help multiple companies sell their products or services together.

Develop— 1) To bring about growth or availability through construction, alteration and/or change in use or intensity. 2) To elaborate or work out some plan or course of action in detail.

Encourage— To inspire, stimulate, advance or foster through assistance, approval or promotion. “Encourage” differs from “Support” primarily in that “Support” should more often be taken to mean financial support, and only in rare circumstances should “Encourage” be interpreted in such a way.

Enhance— To bring an existing condition into a more desirable or excellent condition through revision, addition, or change. “Enhance” can be used almost interchangeably with “Improve”.

Ensure— To guarantee or make certain something will happen.

Especially— A qualifier used to indicate a concept that should be prioritized for action.

Establish— To create or set up a program or regulatory scheme as if on a permanent basis. This term should be interpreted to include the full process from program development through adoption and implementation.

Facilitate— To make easier or less difficult, to assist the progress of an action, process, program, or project. “Facilitate” typically indicates making something easier through regulatory or communicative means, but in rare circumstances can be interpreted to ease something through financial support.

Facility— Something designed, built, installed or utilized for the specific purpose of providing a service.

Facility, Capital— A facility which is planned, purchased, constructed, or otherwise acquired, and maintained for the betterment of the community which adds physical value in support of a service provided in the City.

Guideline— A regulation or criterion intended to guide, but not coerce action. “Guidelines” have a lower level of regulatory intent than “Standards” and are applied on either a voluntary or case-by-case basis.

Incentive— An action, financial strategy, or regulation intended to induce certain actions or types of development.

Infill— Development or redevelopment of land that has been bypassed, remained vacant, and/or is underused as a result of the urban development process. “Infill” typically occurs in areas already served by, or readily accessible to, urban infrastructure and services.

Light Industry— A use engaged in the manufacture, processing, fabrication, assembly, treatment, packaging, and incidental storage, sales, and distribution of finished or semi-finished products. On a case-by-case or zone-by-zone basis, Light Industry may include logging and/or milling operations. Light Industry generally differs from heavier industries in the lesser use of raw or extracted materials and the lesser degree of glare, noise, odor, outdoor storage or other negative manifestations adversely affecting neighboring properties.

Maintain— To prevent an existing facility, service, or relationship from declining in quality or functionality.

Mixed Use— A project integrating a variety of land uses in one building or on one site. Mixed Use projects often involve commercial uses on the ground floor of a structure with residential uses above.



Words & Phrases, Continued

Planning Period— 2013 through 2032

Provide— 1) To take measures with due foresight; 2) To make available, supply, or furnish a facility, opportunity, or service.

Regulation— A rule or law prescribed by a governmental authority, usually the City Council.

Rock Creek and Rock Cove Lands— All those lands located between Rock Creek Drive and Highway 14.

Services— The supplying or providing of utilities, commodities, accommodations and/or activities

Services, Public— Services which are provided by a government agency

Services, Urban— Services that are normally available in an urban environment (e.g., sanitary waste systems, solid waste disposal systems, water systems, urban streets and pedestrian facilities, transit systems, stormwater systems, police and fire and emergency services systems, natural gas distribution systems, electrical and communication systems, school and health care facilities, parks, etc.)

Shoreline Management Program or SMP— The comprehensive suite of analyses, visions, goals, policies and regulations adopted by the City in accordance with the Shoreline Management Act (RCW 90.58). The Shoreline Management Program includes the similarly named, though more specific, Shoreline Master Plan. Unless the context clearly dictates otherwise, the phrases Shoreline Management Plan, Shoreline Master Plan, Shoreline Master Program and pluralized versions thereof should be interpreted as references to the overall program.

Standard— A regulation or criterion that must be complied with or satisfied. “Standards” have a higher level of regulatory intent than “Guidelines,” and are applied to all actions or proposals of a prescribed category.

Stevenson Urban Area— The area circumscribed by the Stevenson Urban Area boundary as established and amended by the Columbia River Gorge National Scenic Area Act and the Columbia River Gorge Commission.

Such As— A qualifier used to indicate a concept that could be prioritized for action.

Support— To be in favor of, encourage, maintain, sustain or fund some action, facility or service. “Support” differs from “Encourage” in that it should be more often, though not always, taken to mean financial support.

Urban Reserve— An area within the Stevenson Urban Area within which future development and extension of municipal services are contemplated but not imminent. Development within an Urban Reserve is discouraged until municipal services can be provided and urban level densities and intensities of land use can occur.

Use— To put into service for some practical or profitable purpose. The term “Utilize” is sometimes used interchangeably with “Use”.



APPENDIX E–Implementation & Monitoring

This appendix is intended to be used as an easy reference for the Objectives and Tactics used in this plan. The tables below are organized first by the priority order in which each Objective should be undertaken and then by the City department responsible for initiating the Objective or Tactic. Following these tables is a template for each department to use when monitoring their implementation of the Comprehensive Plan’s Objectives & Tactics and a schematic to show future progress on plan implementation. This appendix should be updated by staff action when Comprehensive Plan amendments occur; changes to this table are not themselves considered Comprehensive Plan amendments.

Ongoing Priorities			
Building Department	City Administration	Planning Department	Public Works Department
1.3	1.1, 1.1-1	1.3	1.3
2.12	1.2, 1.2-1	1.5	2.10, 2.10-1
2.14	1.3	1.6, 1.6-1	2.14
8.1	1.4	1.7, 1.7-1	4.7
-	1.6, 1.6-1	2.1	4A.1, 4A.1-1, 4A.1-2
-	1.8, 1.8-1	2.7, 2.7-1, 2.7-2, 2.7-3, 2.7-4, 2.7-5	4A.3, 4A.3-4, 4A.3-5, 4A.3-6, 4A.3-7
-	1.10	2.10, 2.10-1	6.6
-	1.11	2.11	7.2
-	1.13	2.12	7.6, 7.6-1, 7.6-2
-	2.7, 2.7-1, 2.7-2, 2.7-3, 2.7-4, 2.7-5	2.14	7.8
-	2.14	2.15	7.11
-	3.4, 3.4-1	2.16, 2.16-1, 2.16-2, 2.16-3	8.1
-	3.5, 3.5-1	3.5, 3.5-1	8.3
-	4.4	3.7, 3.7-1, 3.7-2	8.7
-	4A.1, 4A.1-1, 4A.1-2	3.8, 3.8-1	8.9, 8.9-1, 8.9-2
-	4A.4, 4A.4-2, 4A.4-3	4.3, 4.3-1, 4.3-2, 4.3-3, 4.3-4	8.10
-	5.2, 5.2-1, 5.2-2, 5.2-3, 5.2-4, 5.2-5	4A.1, 4A.1-1, 4A.1-2	8.11
-	5.3, 5.3-1, 5.3-2	4A.4, 4A.4-2, 4A.4-3	8.15
-	5.4	4.5	8.16
-	5.5	4A.3, 4A.3-4, 4A.3-5, 4A.3-6, 4A.3-7	9.3



APPENDIX F–Policies Dropped from Consideration

The following policies were considered during the planning process, but were dropped for a variety of reasons. Some were accomplished. Some were considered repetitive, unrealistic, or not yet ripe. Some conflicted with the plan’s other policies. Some were just not palatable to the City’s decision makers.

This collection of policies is presented here in part to help demonstrate the planning process, but more importantly, it is intended to be a tool for future users. When interpreting or updating the Comprehensive Plan, users can turn to this section to determine whether new policy ideas fit more closely with the ideas listed here or with those adopted in Chapter 3. Policy numbers not carried over from the 1984 Plan are referenced in bold.

This appendix should be updated by staff action when Comprehensive Plan amendments occur; changes to this table are not themselves considered Comprehensive Plan amendments.

Dropped Policies

GOAL 1

Provide increased publicity to the community regarding decisions and events affecting the city. (3.8-4)	Provide a clean, visually attractive community with a small-town atmosphere. (1-3)
Increase community pride. (1-2)	Develop and improve educational opportunities. (1-8)
Explore funding opportunities for schools, including a levy and other fundraising activities.	Explore opportunities for alternative schools.
Promote opportunities for agricultural education.	Investigate educational programming during the summer.
Assure a balance between safety and ease of access for school locations. (3.5-4)	Encourage development of school lands and lands adjacent to schools to minimize the negative impact on each. (3.5-2)
Encourage the use of schools as an integral part of the community by making joint agreements with the School District to allow community use of school facilities. (3.5-6)	Minimize the costs of schools and parks by joint location, acquisition, and the use of sites for both schools and parks. (3.5-3)

GOAL 2

Manage major drainageways, wetlands, and flood plains for the benefit of the community. (2.1-1a)	Manage ecologically and scientifically significant areas for the benefit of the community. (2.1-1d)
Prohibit building on flood plains of major drainageways except in accordance with adopted regulations. (2.2.2-6)	Manage lands with significant native vegetation for the benefit of the community. (2.1-1c)
Map major drainageways. (2.2.2-1)	Manage lands that provide community identity and act as buffers for the benefit of the community. (2.1-1f)
Consider the value of agricultural and forest lands as open space and other less intense uses before approving any change in land use. (2.3-2)	Consider lands that are not suitable for forest or agricultural uses as developable if they meet other development criteria. (2.3-3)
Contain future urban development within the limits of the urban growth boundary. (4.2-1)	Use parks and open space to shape and delineate urban development. (3.4.1-2)



City of Stevenson

Planning Department

(509)427-5970

7121 E Loop Road, PO Box 371
Stevenson, Washington 98648

TO: Planning Commission
FROM: Ben Shumaker
DATE: June 13th, 2022
SUBJECT: Comprehensive Plan Amendment – Capital Improvement Planning

Introduction

City staff submitted an application to amend the text of the Comprehensive Plan to enshrine expectations for capital improvement planning. The application was submitted in 2019 and was to be reviewed in the 2020 Biennial Review Cycle. Because of public involvement complications associated with the COVID pandemic, the applicant agreed postpone review of the application. Review resumed during the 2022 Biennial Review Cycle, and the Planning Commission has spent the Winter and Spring working through details of a “Public Release Draft” amendment which combines the staff proposal with several draft changes to ensure internal consistency. This memo asks the Planning Commission to establish a conscientious public involvement plan for discussion of the Public Release Draft and ongoing review of the proposal. Decision points included in the memo are:

- Decision Point #1 - What methods of Public Involvement are appropriate for the review of this proposed change?
- Decision Point #2 - Who is responsible for undertaking the Public Involvement methods selected?

Proposed Amendment

The proposed amendment is being reviewed as a separate agenda item at tonight’s meeting. Broadly, it focuses on Goal 8 of the Comprehensive Plan. At their core, the changes establish expectations to inventory, project need, plan, and budget for public facilities.

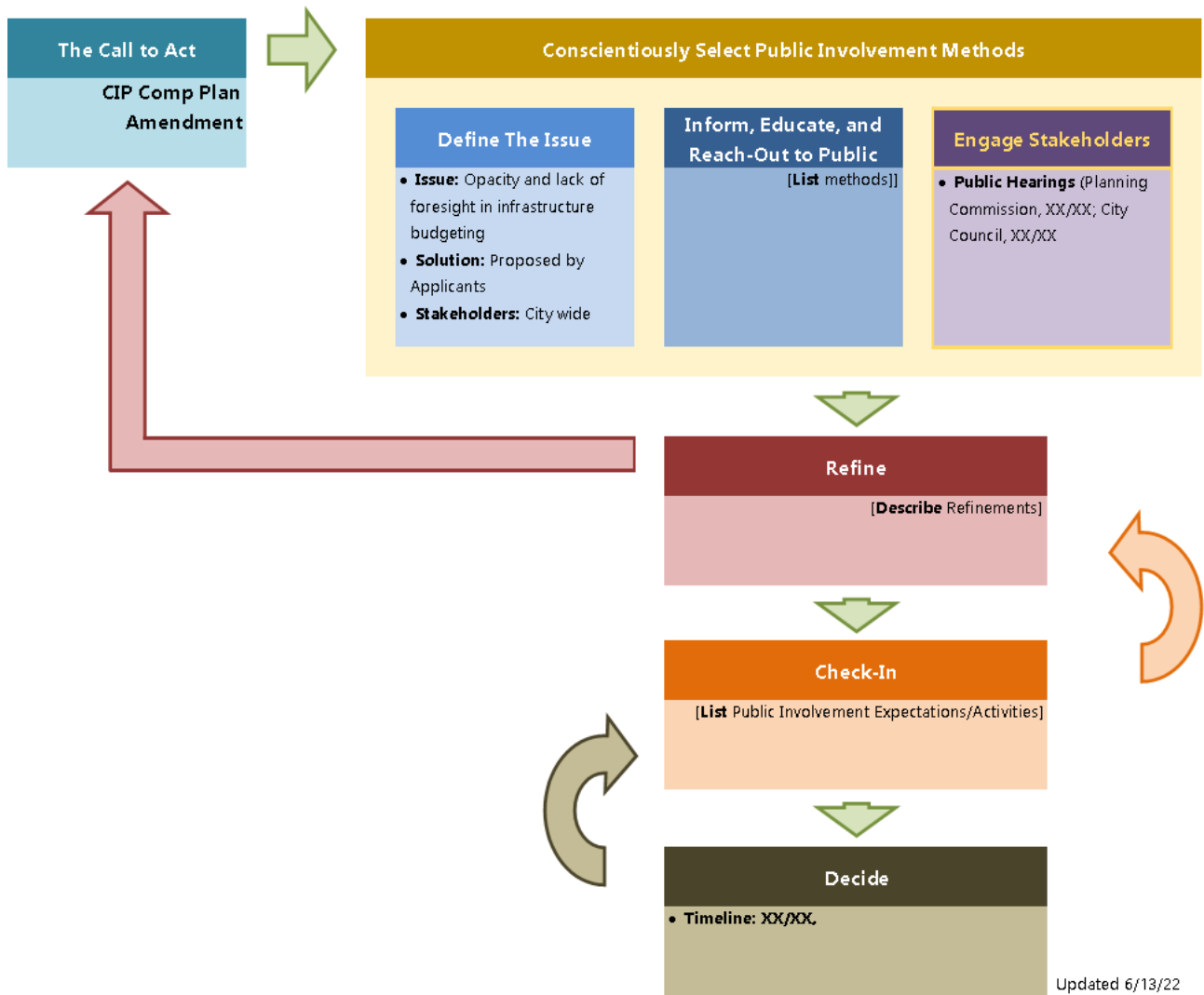
Conscientious Public Involvement

To ensure any proposed changes to the Comprehensive Plan incorporate public input and occur within a manageable timeline, the Planning Commission’s bylaws include expectations for public involvement. These expectations ask the Planning Commission to conscientiously choose, implement, and communicate public involvement techniques from a menu of options (Attachment 1).

Decision Point #1: What methods of Public Involvement are appropriate for the review of this proposed change?

Decision Point #2: Who is responsible for undertaking the Public Involvement methods selected?

The figure below provides context for the implementation of whichever methods are selected, with the current expectation being to work through the 3 boxes under the gold umbrella.



Zoning Context

Guidance and guardrails relating to the review of this change are present in the Zoning Code at SMC 17.11, particularly:

17.11.050 - Biennial amendment cycle.

- An application to amend the comprehensive plan may be made at any time. However, completed amendment applications received after five p.m. on September 30th of each odd-numbered year shall not be considered until the following biennial amendment cycle. Amendment cycles shall occur no more frequently than once per biennium, as established herein, provided, that the city council may by resolution alter or extend the calendar.
- During the months of October, November, and December of odd-numbered years, the planning director shall review and evaluate all proposed amendments to the comprehensive plan and prepare a written report to the planning commission recommending action on each amendment proposed.
- The planning commission shall, at its first regular meeting in January of each even-numbered year, establish a work program for the months of January through April, inclusive, for hearings, deliberation and action upon each proposed amendment. The planning commission shall consider but not be limited by the recommendation of the planning director. The planning commission shall hold at least one public hearing in January prior to determining its work program and one hearing in April prior to making its final recommendation to city council. The planning commission shall at its meetings further provide a continuing forum for on-going public involvement in the comprehensive plan amendment process. The planning commission shall report, via the clerk-treasurer, its recommendation for comprehensive plan amendments to city council not later than the last day of April of each even-numbered year.
- Upon receipt of the planning commission's recommendations, the clerk-treasurer shall certify the date of receipt, and within sixty days of that date, the city council shall, at a public hearing during the months of May and/or June, deliberate and act on the recommendations of the planning commission. The city council shall, by majority vote, approve or disapprove, or modify and approve, as modified, the comprehensive plan amendment, or refer it back to

the planning commission for further proceedings, in which case the city council shall specify the time within which the planning commission shall report its findings and recommendations back to the city council.

- E. The failure to comply strictly with the calendar established in this section shall not affect the validity of amendments to the comprehensive plan.

17.11.070 - Approval criteria.

The comprehensive plan was developed and adopted after significant study and public participation. The principles, goals, and policies contained therein shall therefore be granted substantial weight when considering a proposed amendment. Therefore, the burden of proof for justifying a proposed amendment rests with the applicant, who must demonstrate how the request is consistent with the following approval criteria:

- A. Each amendment:
 - 1. Shall be consistent with Chapter 35A.63 RCW, shall further and be internally consistent with the comprehensive plan (a change to a particular goal or policy not included), and shall be consistent with any interlocal planning agreements;
 - 2. Shall serve the public interest. In determining whether the public interest will be served, factors including but not limited to the following shall be considered:
 - a. The anticipated effect upon the City staff and budgetary resources needed to implement the proposal;
 - b. The anticipated effect upon the ability of the city and/or other service providers to provide an adequate level of service for the full range of public facilities and services, including but not limited to: water resources, utilities, transportation, parks or schools;
 - c. The anticipated impact upon natural systems;
 - d. The anticipated impact upon the health, safety and welfare of city residents;
 - e. Any changes in the community values, information, or assumptions upon which the comprehensive plan was based;
 - f. The ability of specific plan elements or subarea plans to accommodate the needs of the existing or future city;
- B. Amendments to the comprehensive plan map or specific real property:
 - 1. Shall have a similar or compatible designation to adjacent areas of the city; or
 - 2. Shall be subject to conditions that will ensure compatibility with surrounding areas.

Next Steps

After selecting the public involvement components, staff will initiate. Depending on the strategy selected, the Planning Commission may anticipate this item on their July 2022 meeting agenda.

Prepared by,

Ben Shumaker
Community Development Director

Attachment

- 1. Public Involvement Framework (9 pages)

Appendix B – Public Involvement Framework

The following represents a recommended procedure to evaluate and establish topic-specific public involvement plans. As used in this appendix, “Public Involvement” is an umbrella term incorporating a broad range of ways in which the Planning Commission interacts with the public. This range begins with the minimum requirements established by State statutes where information is shared in a uni-directional manner to ensure public awareness of Commission actions. The Public Involvement umbrella embraces bi-directional dialogue wherein the public informs decisions through their meaningful input. At another end of the range, Public Involvement could result in direct decision-making by the public via referendum to the voters. Along the way the term Public Involvement embraces other public participation methods, whether they are suggested in this appendix or not.

This Public Involvement Framework was recommended in summer 2021 by a subcommittee of the Planning Commission. The committee was composed of residents, property owners, Planning Commissioners, and City staff.

The Public Involvement Framework incorporates 7, non-linear, categories of action beginning with a “Call to Act”. As appropriate within this framework the Planning Commission should “Conscientiously Select Public Involvement Methods” to “Define” the issue identified in the “Call”, “Inform/Educate/Reach-Out” to the public about the issue, and “Engage” community stakeholders to exchange information on the issue. These conscientious efforts allow the Commission to “Refine” the issue based on information received, “Check-in” with the public after the issue is refined, and to eventually “Decide” on an action to address the “Call”.

The intent of the Framework is to allow the Planning Commission to conscientiously evaluate each “Call to Action”, right-size its approach to the action, and communicate its expectations and actions to the public. The non-linear aspect of the framework means that the Planning Commission can evaluate and establish independent Public Involvement expectations for each category in the framework and can reevaluate established expectations as necessary.

Documents assisting this conscientious effort include:

- Exhibit B.1 – Visual Public Involvement Workflow Template. During any topic the Planning Commission chooses to address, this template can be edited and used to convey the established topic-specific public involvement plan and update its progress while the topic is being address.
- Exhibit B.2 – Menu of Public Involvement Methods. This exhibit is not intended to be static. As time goes on, this menu of methods may be supplemented, refined, or edited without a formal amendment to the Planning Commission bylaws.

- Exhibit B.3 – Example Public Involvement Materials. Like the menu of methods, the example materials of this exhibit are not static. Dynamic updates to the example materials can be added at any time without amending these bylaws.

Framework Components

Component	Actors	Actions
Call to Act		
<p>The Call to Act is the instant when an issue is identified. The Call to Act can be considered the identification of an Issue or a Need. The Call results from a disturbance, an opportunity, a problem, a request, or any other catalytic moment when the Planning Commission is asked to act.</p>	<p>The Caller can be anyone from the community:</p> <ul style="list-style-type: none"> • A City elected official • A Planning Commissioner • City staff • Consultants • A partner agency or interest groups, etc. 	<p>Determine whether to answer the Call:</p> <ul style="list-style-type: none"> • Determine whether Issue or Need is accepted • Assess City agency/ability to impact • Assess City responsibility to impact • Assess City capacity
Define the Issue		
<p>Defining the Issue creates clarity by exploring how the Call to Action was created and by whom, identifying who is driving and who is impacted, and identifying available information, observations, public concerns, and determining whether existing data is adequate or more data is required. Defining the issue leads to a reconsideration of whether to answer the Call. Doing so transforms Need into Purpose.</p>	<p>The Planning Commission identifies Potential Stakeholders as necessary. Potential Stakeholders include:</p> <ul style="list-style-type: none"> • Businesses • City officials • Developers • Low Income and/or under represented • Long-term residents • New residents • Those Privileged and Disadvantaged by the issue/topic • Property Owners • Renters, etc. 	<p>Determine Stakeholders:</p> <ul style="list-style-type: none"> • Understand who the Caller represents • Understand who benefits/suffers from the Issue or Need • Understand who benefits/suffers from the Solution to the Issue or Need <p>Propose Solutions</p> <ul style="list-style-type: none"> • Determine when a solution is proposed • Determine who proposes solutions • Determine how many solutions are proposed <p>Select Public Involvement Strategies</p> <ul style="list-style-type: none"> • Assess City capacity to implement individual Public Involvement Methods. • Establish who should be involved • Select level of involvement (Inform, Educate, Engage, Ask) • Select specific Public Involvement Methods (Exhibit B.2)
Inform, Educate, and Reach-Out to Public		
<p>Informing, Educating, and Reaching Out to Stakeholders provides <i>uni-directional information sharing</i> from</p>	<p>The Planning Commission and City staff activate Networks (e.g., SDA,</p>	<p>Make Materials Accessible, Understandable, Timely, and Compelling</p>

<p>the City to the Public. The sharing of information could be a preamble to the Engaging Stakeholders or could stand alone as a form of open governance. Informing, Educating, and Reaching-Out to the Public shares the Purpose with the community to generate greater Communal Understanding.</p>	<p>Volunteers, WAGAP, etc.) to help reach-out to identified Potential Stakeholders.</p>	<ul style="list-style-type: none"> • Share simple information broadly • Provide access to more detailed information • Make available source documents and reference materials <p>Surface Latent Stakeholders</p> <ul style="list-style-type: none"> • Provide opportunities for the Public-At-Large to become more involved
<p>Engage Stakeholders</p>		
<p>Engaging Stakeholders provides <i>bi-directional information exchange</i> between the public and city staff/elected officials. Engaging Stakeholders results supplements Communal Understanding with Collective Wisdom.</p>	<p>The Planning Commission and City staff activate Networks to help engage identified Potential Stakeholders and previously Latent Stakeholders.</p>	<p>Match the Level of Engagement to the Need for Input and the Impact of Change.</p> <ul style="list-style-type: none"> • Share simple information broadly • Provide access to more detailed information • Make available source documents and reference materials <p>Ensure Engagement is Multi-Faceted.</p> <ul style="list-style-type: none"> • Select specific Public Involvement Methods (Exhibit B.2) <p>Solicit Input and Expertise Building upon Work of City Officials.</p>
<p>Refine</p>		
<p>Refining involves validating or reconsidering decisions made in earlier steps. Refining applies Communal Understanding and Collective Wisdom to the Purpose. If the issue is complex, refining may involve several iterations of earlier steps and/or offer widening ranges of options. At one end of this range, refining could even lead the Planning Commission to reconsider whether to answer the original Call to Act.</p>	<p>The Planning Commission and City staff respond to stakeholders based on input received.</p>	<p>Distill stakeholder input for Planning Commission to inform next steps and/or a decision.</p>
<p>Check-In</p>		
<p>Checking-In reconnects Stakeholders with the Need and Purpose, and updates the Communal Understanding with the Collective Wisdom gained through implementation of the Public Involvement Plan.</p>	<p>The Planning Commission and City staff re-activate networks, updating stakeholders on the issue's evolution through the Public Involvement efforts.</p>	<p>Create a feedback loop to determine whether additional Public Involvement is necessary before a decision can be made.</p> <p>Respond to Stakeholders to Improve Upon or Help Inform the Final Decision.</p>
<p>Decide</p>		
<p>Deciding involves advancing an Action to address a Need the Purpose. The</p>		<p>Document the Decision</p> <p>Communicate the Decision Broadly</p>

<p>action should integrate the Collective Wisdom received through implementation of the Public Involvement Plan. Through Action a Need is addressed, the Seed of Community is born and the ground is prepared to receive the next Call.</p>		
--	--	--

Exhibit B.1 – Visual Public Involvement Workflow Template

The following template can be customized to document the topic-specific Public Involvement Plans.

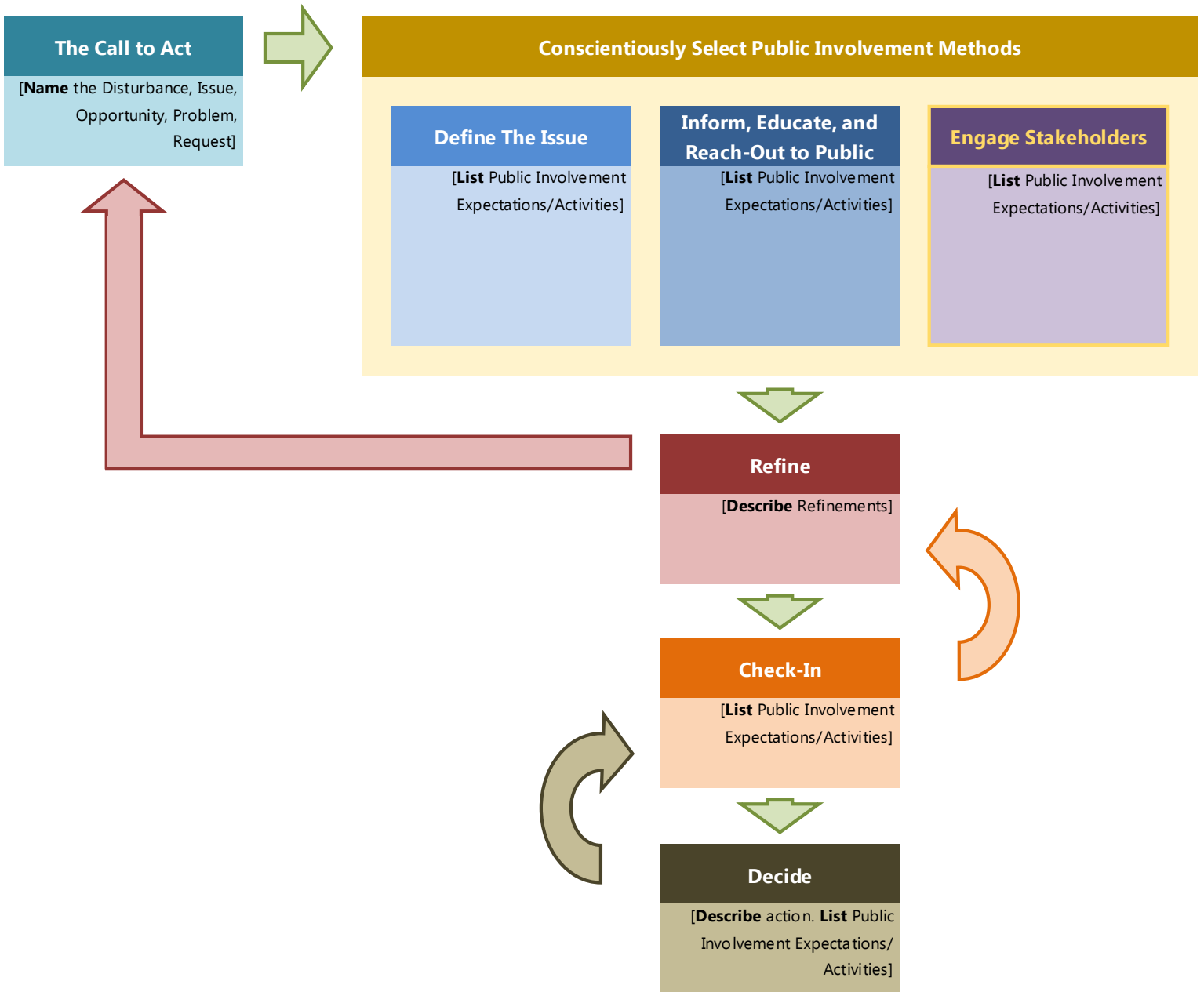


Exhibit B.2 – Menu of Public Involvement Methods.

This exhibit presents several public involvement methods. Some are simple, some more complex. A basic assessment of the impact and associated costs associated with each method is included. This list is dynamic and will grow according to more input and testing of methods.

The menu can be attached to early issue report as a tool for the Planning Commission and shared with the public to share expectations on each Public Involvement Plan.

In general, selected methods to Inform, Educate, and Reach-Out should provide an 1-month timeframe.

Method	Impact	Resource Need	Notes	Included in Plan?
Methods to Inform, Educate, Reach-Out				
Physical Media (posters, informational flyers, newspaper ads)	L M H	\$ \$ \$ \$ \$ \$	Consider posting on bulletin boards and around town (laundry, apartments, post office, workplaces, school/government/semi-public spaces)	Y or N
Targeted Media (postcards with links, invitations to participate)	L M H	\$ \$ \$ \$ \$ \$		Y or N
Requests for neighborhood/group participation	L M H	\$ \$ \$ \$ \$ \$	Planning Commissioners and/or Staff	Y or N
Electronic Media (Facebook page, nextdoor, websites of partners and City)	L M H	\$ \$ \$ \$ \$ \$		Y or N
Press Release, Interviews, Guest Editorial	L M H	\$ \$ \$ \$ \$ \$		Y or N
Sandwich Boards	L M H	\$ \$ \$ \$ \$ \$	Consider placing at Stevenson Downtown Association office, front lawns	Y or N
Guest appearances at events and meetings	L M H	\$ \$ \$ \$ \$ \$	Planning Commissioners and/or Staff	Y or N
Informal community and interest networks	L M H	\$ \$ \$ \$ \$ \$		Y or N
Concise, short and well written flyers delivered to resident's front door by volunteers	L M H	\$ \$ \$ \$ \$ \$		Y or N
Methods to Engage				
Public Workshops	L M H	\$ \$ \$ \$ \$ \$	Accessible and welcoming to all	Y or N
Survey Monkey	L M H	\$ \$ \$ \$ \$ \$	Special attention to language and readability needed	Y or N
Meet & Greets with staff or elected officials	L M H	\$ \$ \$ \$ \$ \$	Requires data collected and staffing of elected, along with public notice	Y or N
Council/Commissioner meetings with focused methods for input/dialogue	L M H	\$ \$ \$ \$ \$ \$	Build upon Commission meetings and allow for back and forth between electeds and community. Add more time for PI (Public Involvement).	Y or N

			Change physical arrangement. Actively promote/welcome PI	
Town Hall - debates or educational forums	L M H	\$ \$\$\$ \$\$\$	Cross talk between electeds, experts, staff with Q&A from audience	Y or N
Story boards - data collection or voting	L M H	\$ \$\$ \$\$\$	Placing story boards in key location to collect input about very specific things OR to get votes on X or Y preference Mimicking this on social media also *Key to have right issue and right language	Y or N
Listening sessions between staff/electeds and public	L M H	\$ \$\$\$ \$\$\$	Planning Commissioners and/or Staff	Y or N
Attend existing meetings of currently organized groups, events and board meetings.	L M H	\$ \$\$\$ \$\$\$	Social service agencies, neighborhood groups, special interest networks, etc	Y or N
Attend large employers meetings (as applicable)	L M H	\$ \$\$\$ \$\$\$	Planning Commissioners and/or Staff	Y or N
Pioneer articles from Council/Commission with key topics needing to be discussed and solicitation of questions for next issue to be answered	L M H	\$ \$\$\$ \$\$\$		Y or N
Form task forces, interest groups, focus groups, etc	L M H	\$ \$\$\$ \$\$\$	Planning Commissioners and/or Staff	Y or N
Pizza party/cook off - casual event	L M H	\$ \$\$ \$\$\$	Planning Commissioners and/or Staff	Y or N
Postcards soliciting input	L M H	\$ \$\$ \$\$\$		Y or N

Exhibit B.3 – Example Public Involvement Materials.

This exhibit presents examples of public involvement materials to effectively implement public involvement plans. These examples will change and supplements will be added in response to the implementation of topic specific public involvement plans.

List of Examples

- Flyer Example.

Flyer Example

ZONING - Your neighborhood could change

We will be discussing how it might change at a meeting next week. Please come.

Then we'd give the time and place where the meeting was going to be held.

Then we would have ended the flyer this way:

For more information on the proposed changes contact _____. Then we'd give three ways to contact this person.