

Tuesday, February 18, 2025
College Place Planning Commission- (Hybrid: In-Person & Electronic)

7:00 P.M.

423rd Regular Planning Commission Meeting

City Hall

625 S College Avenue

College Place WA 99324

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/goto?open&id=DD6S8G717258>

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Zoom Attendee Link: <https://us06web.zoom.us/j/86080568744>

Or you may call this number to listen: 1-669-900-9128 ID#860 8056 8744 Phone controls: *6 - toggle mute /un-mute and *9 - raise hand

1. OPENING ITEMS

Subject :	1.01 Call To Order the 423rd Regular Planning Commission Meeting
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	1. OPENING ITEMS
Access :	Public
Type :	Information, Procedural

Public Content

Position 1 - Nic Ivy - term exp. 12-31-2027

Position 2 - Felix Tan - term exp. 12-31-2025

Position 3 - Claudia Santellano - term exp.12-31-2028

Position 4 - Victor Valerio - term exp. 12-31-2028

Position 5 -Angie Peters, Chair - term exp. 12-31-2025

Position 6 - Brandon Stepper - termexp. 12-31-2028

Position 7 - Todd A. Reiswig, Vice Chair -term exp. 12-31-2027

Staff

Jon Rickard - Director

Michael Maret - Senior Planner

Kristi Scherger - Administrative Assistant

Maryelizabeth Garcia - City Clerk

Subject :	1.03 Welcome New Planning Commissioner
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

We have one new member joining the Planning Commission. Please join me in welcoming Nic Ivy. Nic is a resident of Walla Walla County just east of College Place and an employee of the US Army Corps of Engineers.

Subject :	1.04 Appearance of Fairness Doctrine
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

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 and unbiased in both appearance and fact.

The doctrine requires that adjudicatory or quasi-judicial public hearings meet two requirements:

- They must be procedurally fair.
- They must appear to be conducted by impartial decision-makers.

By following Appearance of Fairness requirements, local governments have a method for disqualifying decision-makers from quasi-judicial hearings who have prejudged the issues, who have a bias in favor of one side in the proceeding, who have a conflict of interest, or who cannot otherwise be impartial. "Ex parte" communications between a decision-maker and a proponent or opponent of the matter being decided are prohibited ([RCW 42.36.060](#)).

For more information, click this link:[MRSC - Appearance of Fairness Doctrine](#)

-and/or-

watch this video: [Short Course on Planning Appearance and Fairness Doctrine - YouTube](#)

Subject :	1.05 Public Comment
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	1. OPENING ITEMS
Access :	Public
Type :	Information

Public Content

Planning Commission meetings are primarily structured to permit Commission membersto make recommendationsto the City Council regarding decisions necessary to govern the City.

Public Comment is the time set aside for Citizens to address the Planning Commission regarding items of concern/interest either not appearing on this agenda, or on the consent agenda.*If you wish to speak on anysuch item,this is the time to come forward when the Chair asks for public comments.*

Virtual Meeting Protocol for Public Comment:

When submitting public comments, include the following regardless of the manner you are using: - Note that there are deadlines for each method of commenting.

- Your Name
- Your Address

Public comments may be provided in writing(If typewritten, no less than 11 pt font). Submit to Clerk@cpwa.us no later than 4:30PM on the meeting date to be included in the record.

Public Comments in person may be madeby telephone orvirtuallyduring the meeting:

- Telephone comment - Call1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raising your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment -Join using theZoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

Once recognized, you will have five minutes to speak on any subject that is under the control of the Commission.

2. CONSENT AGENDA

Subject :	2.01 Approve Agenda for February 18, 2025
Meeting :	Feb 18, 2025 - College Place Planning Commission-

(Hybrid: In-Person & Electronic)

Category : 2. CONSENT AGENDA
Access : Public
Type : Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject : 2.02 Approve minutes from January 21, 2025
Meeting : Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category : 2. CONSENT AGENDA
Access : Public
Type : Action (Consent)

File Attachments

[PC MINUTES JANUARY 21 25.pdf \(703 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject : 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Planning Commission by a single motion. Most of the items listed under the consent agenda have gone through previous review either at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Planning Commission and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Planning Commission member.

Meeting : Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category : 2. CONSENT AGENDA
Access : Public
Type : Action (Consent)

Recommended Action :

Motion to approve consent agenda items 2.01 through 2.03

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. REGULAR AGENDA

Subject :	3.01 Comprehensive Plan - Periodic Update
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion, Information

Public Content

Counties and cities planning under the Growth Management Act are required to complete periodic updates to their comprehensive plans and development regulations. Walla Walla County and the Cities within the County are due to complete their updates by June 30, 2026. Prior to beginning work on our respective comprehensive plans, the County and Cities must agree on a Land Capacity Analysis Methodology, Population Forecast and Allocation, and Projected Housing Needs by income level and Housing Type. This will set the stage for the City doing its Land Capacity Analysis which will inform the Planning Commission and Council how much growth can be accommodated within the City, its Urban Growth Area (UGA) and how much additional UGA may be necessary to accommodate projected growth.

Mr. Justin Baerlocher, Planning Consultant with J-U-B will provide a short presentation and lead an open discussion.

If time allows before our meeting, please review the [Walla Walla Regional Housing Action Plan](#) that was adopted by College Place, in particular page 17 of the plan (pg 25 of the document) that has projected housing needs by housing type and by income level.

Also, you can view our current [comprehensive plan](#) here and also visit the WA State Department of Commerce website for more information on the [periodic update](#) process.

File Attachments

[CompPlanPresentation.pdf \(936 KB\)](#)

4. CLOSING ITEMS

Subject :	4.01 Conclude - Next regularly scheduled meeting is March 18, 2025
Meeting :	Feb 18, 2025 - College Place Planning Commission- (Hybrid: In-Person & Electronic)
Category :	4. CLOSING ITEMS
Access :	Public
Type :	Procedural

College Place Planning Commission- (Hybrid: In-Person & Electronic) (Tuesday, January 21, 2025)

Generated by Kristi Scherger on Wednesday, January 22, 2025

1. OPENING ITEMS

Procedural: 1.01 Call To Order the 422nd Regular Planning Commission Meeting

Vice Chairman Reiswig called the meeting to order at 7:01 PM

1.02 Roll Call

PRESENT: Commission Members

Kirby Brown (remote)
Felix Tan (remote)
Claudia Santellano (remote)
Victor Valerio (remote)
Angie Peters (remote)
Brandon Stepper (in person)
Todd Reiswig (in person)

Staff

Jon Rickard - Community Development Director
Michael Maret - Senior Planner
Kristi Scherger - Administrative Assistant
Mary Elizabeth Garcia - City Clerk

1.03 Public Comment

Tim Guys, lives on College Ave. commented that the City needs better trees.

Comment noted.

Citizen Guys continued along with repeated use of foul language. Commissioner Reiswig asked citizen Guys to refrain from using foul language. Citizen Guys continued to use profanities and was removed from the meeting.

2. CONSENT AGENDA

Action (Consent): 2.01 Approve Agenda for January 21, 2025

Action (Consent): 2.02 Approve minutes from September 17, 2024

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Planning Commission by a single motion. Most of the items listed under the consent agenda have gone through previous review either at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Planning Commission and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Planning Commission member.

Vice Commissioner Peters made a motion to approve the consent agenda items 2.01 through 2.03. Second by Commissioner Brown and the motion passed.

3. REGULAR AGENDA

3.01 Welcome New Planning Commissioners

Claudia Santellano, Victor Valerio and Brandon Stepper

Action: 3.02 Election of Officers for 2025

Commissioner Santellano made a motion to appoint Commissioner Peters as Chairman of the Commission. Second by Commissioner Valerio and the motion passed.

Commissioner Peters made a motion to appoint Commissioner Reiswig as Vice Chair of the Commission. Second by Commissioner Santellano and the motion passed.

3.02 Countywide Planning Policy (CCP) Update

Mr. Rickard gave an overview presentation.

Commissioner Santellano made a motion to affirm the efforts of the PMT and recommend the final draft be presented to the City Council for ratification. second by Commission Peters and the motion passed.

4. CLOSING ITEMS

4.01 Conclude - Next regularly scheduled meeting is February 18, 2025.

Commissioner Brown made a motion to conclude the meeting. Second by Commissioner Santellano and the motion passed.

Chairman Reiswig concluded the meeting at 7:39PM

Approved:

Todd Reiswig
Vice Chairman
Attest:

Jon Rickard
Community Development
Director

The foregoing minutes are the official record of the Planning Commission meeting that occurred January 21, 2025. Further detail may be obtained by reviewing the actual audio recording made during this session.

HELPING EACH OTHER
CREATE BETTER COMMUNITIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

J-U-B FAMILY OF COMPANIES

Comprehensive Plan Periodic Update 2024-2026

Periodic Update Overview



- Growth Management Act first adopted in 1990
- Fully-Planning City
- Comprehensive Plan and Development Regulations
- Next Update: 10 years (after the 2024-2027 update cycle, per HB 1241)



- **Due June 30, 2026**

★ Starred counties are partially planning under the Growth Management Act

What's new for the 2024-2027 cycle?



Updates

HB 1220	Jurisdictions must plan for and accommodate, rather than encourage the availability of, emergency and affordable housing
HB 1241	Changes the Periodic update and SMP cycles from 8 to 10 years. Requires a 5-year implementation progress report and an annual work program for select jurisdictions
HB 1717	New regulations for cities and counties to include local and regional tribes in planning processes and decisions
HB 2001	Expands the ability to build tiny houses
SB 5042	Changes the initial effective date of certain actions under the GMA
SB 5118	Supports successful reentry for juveniles, amending the definition of "essential public facilities"
SB 5235	Increasing housing unit inventory by removing arbitrary limits on housing
SB 5275	Enhances opportunity in LAMIRDs
SB 5368	Encourages rural economic development
SB 5593	Allows a county to make revisions to a UGA boundary to accommodate patterns of development
SB 5818	Promoting housing construction in cities through amendments to and limiting appeals under SEPA and GMA

Mandatory Topics to Review & Revise



Mandatory Elements of the Comprehensive Plan

- Land Use
- Housing
- Capital Facilities Plan
- Utilities
- Transportation
- Economic Development
- Parks & Recreation

Development Regulations

Controls placed on development or land use activities by a city, including but not limited to zoning ordinances, critical areas ordinances, shoreline master programs, official controls, planned unit development ordinances, subdivision ordinances, and binding site plan ordinances together with any amendments thereto.

Periodic Update Process Overview



Proposed Methodology:

Step 1. Determine existing land within UGA available for future growth.

- VACANT Land
 - o Improvement Value <\$500
- PARTIALLY-USED Land
 - o Large enough to split into at least 3 lots.
- UNDERUTILIZED Land
 - o Lower intensity land use in a higher intensity zone (e.g. SFR in MFR)

Step 2. Subtract Limiting Factors (non-developable area)

- Subtract land with pre/final plat or project approval (2020-2025)
- Subtract land for critical areas, wetlands, steep slopes, etc.

Step 3. Subtract Lands Needed for Other Purposes

- Subtract for roads, schools, parks, utilities, etc. (25%)

Step 4. Subtract Market Factor

- Land that will not be available for development
 - Vacant: 15%
 - Partially used/underdeveloped 55%

Step 5. Determine Population Capacity

- - Determine Unit Capacity by Land Use (based on historic development patterns)
- - Determine the people per unit expected, using historic and other data sources.

Step 6. Compare Population and unit Capacity with Population Forecast and Housing Allocation Forecast.

Population Projections



Projections of the Total Resident Population for Growth Management
2022 GMA Projections – Walla Walla County

2020 actual	Projections	2025	2046	
	Low	58,617	60,351	
62,584	Mid	63,714	67,334	
24,971			28,604	housing
	High	68,811	79,777	
			33,890	housing

Population allocation and projections								Share change factor 25%					
		Jurisdiction	2010 Population estimate	2010 Population share	2020 Population Census	2020 Population share	Share change 2010- 2020	assumed share change 2020-2046	OFM MID 2046 projection	increase from 2020	OFM HIGH 2046 projection	increase from 2020	
		Walla Walla County	58,781	100.0%	62,584	100.0%	0.00%	0.00%	67,334	4,750	79,777	17,193	2046 share
		Unincorporated Walla Walla County	16,750	28.5%	17,084	27.3%	-1.20%	-1.50%	17,372	288	20,583	3,499	25.8%
		Incorporated Walla Walla County	42,031	71.5%	45,500	72.7%	1.20%	1.50%	49,962	4,462	59,194	13,694	74.2%
		College Place	8,765	14.9%	9,902	15.8%	0.91%	1.14%	11,420	1,518	13,530	3,628	17.0%
		Prescott	318	0.5%	372	0.6%	0.05%	0.07%	445	73	527	155	0.7%
		Waitsburg	1,217	2.1%	1,166	1.9%	-0.21%	-0.26%	1,080	(86)	1,280	114	1.6%
		Walla Walla	31,731	54.0%	34,060	54.4%	0.44%	0.55%	37,016	2,956	43,857	9,797	55.0%

Walla Walla County

100.00%

Met Target



Sum of user inputs for jurisdiction shares. If below 100%, increase shares. If above 100%, decrease shares.

Permanent Housing Needs by Income Level (% of Area Median Income)

	Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%
		Non-PSH	PSH					
Countywide Estimated Housing Supply (2020)	24,580	619	63	4,373	8,037	3,904	2,554	5,030
Countywide Total Housing Needs (2046)	28,048	1,823	814	5,214	8,194	3,986	2,683	5,334
Countywide Additional Units Needed (2020-2046)	3,468	1,204	751	841	157	82	129	304

90.19%

← Minimum allocation to urban areas (cumulatively) to accommodate needs at all affordability levels. This varies by county and population target.

80.00%

← Urban area combined % allocation from user inputs

Allocation Override:
See Actual, Below

User Input - % Share of Countywide Housing Growth. Values must sum to 100%

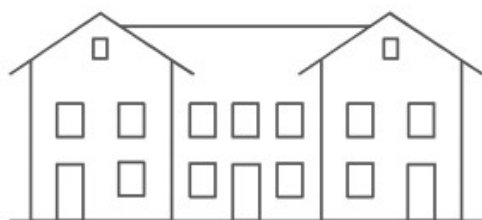
Future Population (2046)

HOUSING ALLOCATION FROM SELECTED SHARES

Total Units Allocated (2020-2046)	Permanent Housing Needs by Income Level (% of Area Median Income)		>30-50%	>50-80%	>80-100%	>100-120%	>120%
	0-30%	PSH					
	Non-PSH	PSH					

User Input Actual

College Place	City	15.00	16.70 %	11,233	579	226	141	158	23	12	19	0
	Unincorporated UGA	2.00	2.25 %	544	78	30	19	21	3	2	3	0
Prescott	City	0.50	0.58 %	422	20	8	5	5	1	0	1	0
	Unincorporated UGA	0.20	0.20 %	28	7	3	2	2	0	0	0	0
Waitsburg	City	1.00	1.12 %	1,255	39	15	9	11	2	1	1	0
	Unincorporated UGA	0.60	0.66 %	77	23	9	6	6	1	0	1	0
Walla Walla	City	50.00	55.65 %	38,632	1,930	752	468	525	78	42	65	0
	Unincorporated UGA	5.00	5.57 %	3,201	193	75	47	53	8	4	6	0
Burbank	Unincorporated UGA	5.70	6.37 %	2,692	221	86	54	60	9	5	7	0
Attalia Industrial	Unincorporated UGA	0.00	0.00 %	4	0	0	0	0	0	0	0	0
Unincorporated Rural	Rural	20.00	10.90 %	12,920	378	0	0	0	32	16	26	304



Apartments



Multi-plex



Single family

Permanent supportive housing (PSH)

PSH

0-30% AMI

non-PSH

0-30% AMI

30-50% AMI

50-80% AMI

80-120% AMI

120+% AMI

Walla Walla Regional Housing Action Plan



Projected Housing Need by Housing Type

Projected 2040 Housing Needs						
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

THE END