



The Regional Transportation Advisory Committee meeting will be held on **Friday, November 20, 2015**, from **9 a.m. to 11 a.m.**, in the **6th Floor Training Room 679**, Clark County Public Service Center, 1300 Franklin Street, Vancouver, Washington.

A G E N D A

- I. Call to Order and Approval of October 16, 2015 Minutes, Action
- II. Washington State Public Transportation Plan - Michael Williams, WSDOT *
- III. City of Vancouver Street Fund Ordinance.
- IV. RTC's Certification Process for Local Comprehensive Growth Management Plans: Draft Guide, Discussion
- V. GMA Process Update – Clark County *
- VI. Other Business
 - A. RTAC Members
 - B. RTC Staff
 - a. FY17 UPWP Draft January 2016
 - b. Draft Clark County Transportation Alliance 2016 Policy Statement

**Materials available at meeting*

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**Regional Transportation Advisory Committee (RTAC)
Meeting Minutes
October 16, 2015**

I. Call to Order and Approval of Minutes

The meeting of the Regional Transportation Advisory Committee was called to order on Friday, October 16, 2015, at 9:00 a.m. in the Public Service Center 6th Floor Training Room, 1300 Franklin Street, Vancouver, Washington by Matt Ransom, RTC. Those in attendance follow:

Gary Albrecht	Clark County
Katy Brooks	Port of Vancouver
Jim Carothers	City of Camas
Rob Charles	Washougal
Tony Cooper	City of La Center
Lynda David	RTC
Roger Hanson	C-TRAN
Mark Harrington	RTC
Bob Hart	RTC
Carolyn Heniges	Clark County
Mark Herceg	Battle Ground
Bryan Kast	City of Ridgefield
Rick Keniston	WSDOT
Colleen Kuhn	Human Services Council
Jon Makler	ODOT
Chris Malone	City of Vancouver
Stephanie Millar	ODOT
Chris Myers	Metro
Matt Ransom	RTC
Dale Robins	RTC
Shann Weishaar	RTC
Michael Williams	WSDOT

Matt Ransom, RTC Executive Director, announced new members present; Stephanie Millar ODOT Senior Planner Region 1 (Salem) will be filling in for Jon Makler, also Rick Keniston, WSDOT Traffic Engineer, was attending the meeting. Matt Ransom asked to propose an amendment to the Agenda Item #III, as WSDOT will not be able to present the Washington State Public Transportation Plan, the presentation is expected to go before the Board at the November 3rd meeting.

Matt asked if there were any changes or corrections to the September 18, 2015, meeting minutes and asked for a motion of approval.

MICHAEL WILLIAMS, WSDOT, MOVED FOR APPROVAL OF THE SEPTEMBER 18, 2015 MEETING MINUTES, AND JIM CAROTHERS, CITY OF CAMAS, SECONDED THE MOTION. THE MOTION WAS APPROVED WITH ROB CHARLES, WASHOUGAL, ABSTAINING.

II. Project Updates: WSDOT – I-205 & City of Vancouver – 18th Street

Lori Figone; WSDOT, provided a PowerPoint presentation of the I-205, Mill Plain to NE 18th Street, project. Lori indicated the priority purpose for this project is to improve safety by easing congestion and reducing collisions on I-205 caused by backups from Mill Plain. Additionally the project will provide new Interstate access for cars and buses and promote economic opportunities for east Vancouver. Lori reviewed WSDOT's Practical Design refinements for the project including pedestrian access for the 18th Street bridge on the north side only and a roundabout. WSDOT is planning for completion in April 2016. Chris Malone, City of Vancouver, added that this project will help a lot of congestion on arterial streets including Mill Plain and 112th Avenue.

There was some discussion regarding Value Engineering vs. Practical Design and what were some of the issues that came up during the value engineering review of the project and how did it tie in with the practical design. Lori explained the project is not a textbook case of WSDOT's new practical design process because the project began before the new process was fully in place. Practical Design focuses on what is the problem you are trying to solve today rather than on the ultimate 20 year, peak hour solution. With Practical Design, community engagement happens a lot earlier in the process. All will be working together as a community to find out what the best transportation decisions are for everybody and for the transportation system as a whole.

Chris Malone, City of Vancouver, indicated the 18th Street project, from 87th Avenue to 192nd Avenue, is broken up into several phases because of the project's extent. A feature of the project is a frontage road solution which will increase safety by allowing homeowners to back onto the frontage street rather than backing out into the 18th Street traffic. The traffic numbers show the frontage street will be able to operate acceptably but the City will do a before and after analysis to look at the impacts of the frontage road. The City's portion of the project will start once the State's portion is complete. There was general discussion regarding details of the project including environmental, right-of-way and bike/pedestrian.

III. Washington State Public Transportation Plan - Michael Williams, WSDOT

WSDOT HQ needs more time before releasing the public draft of the Washington State Public Transportation Plan so WSDOT was unable to present the draft Plan to RTAC but plans to present to the RTC Board at their November 3rd meeting.

IV. VAST Update – Discussion

Bob Hart, RTC, provided an update to RTAC on the activities of the Vancouver Area Smart Trek (VAST) program over the last year and an outline of the program for next year. The VAST partner agencies are WSDOT, Clark County, City of Vancouver, C-TRAN, City of Camas and RTC. The VAST program regionally supports federal requirements to develop and maintain a regional ITS architecture and the federal Congestion Management Process (CMP) requirements that agencies collaborate on operational strategies. Agency cooperation on ITS and operations projects has resulted in \$24.1m in federal funding and \$35.5m in total project dollars since 2001 through the VAST program. The program is an ongoing coordination and management endeavor to develop, review, endorse and fund both operations and transportation technology projects.

The Bi-State Travel Time Project consists of signs throughout the region and in Clark County that publish travel time information to bi-state destinations which were turned on October 15th. Travel time data is updated almost instantaneously with real time data and will reflect any changes due to an accident or other travel delay. If there is an incident such as a bridge lift the signs will default to 99 if the delay is severe. In that case, the variable message signs will indicate what incident is ahead. Information was presented about traffic counts and other data being sent to the transportation data archive known as Portal. Portal accomplishments for 2015 include publishing additional freeway and arterial data and sample transit data. RTC is also working with ODOT and the VAST agencies to collect vehicle classification information using loop and radar detection on the freeways. In addition, RTC has collected freight counts this year and will come to RTAC sometime in the next few months to look at some of the freight data in the region. RTC and the VAST agencies have agreements in place to share unused fiber with each other. 2015 saw the completion of major fiber permit agreements for C-TRAN to use fiber strands owned by the City of Vancouver and WSDOT for Bus Rapid Transit communications, saving the agency more than \$10m in costs. VAST program has been beneficial in promoting multi-jurisdictional cooperation leading to funding for transportation technology and operational projects. For 2016, the VAST program will continue the coordination and management of ITS and operations related activities which includes providing support to partner agencies and to utilizing technical assistance to support ITS/operations and the Portal data archive.

V. 2016 Draft Work Plan - Matt

Matt Ransom, Executive Direction, RTC, shared a summary of the Draft 2016 RTC work program, which consists of familiar items such as the Grant Program Cycles, the Congestion Management Process, the RTP update, etc., together with other unique activities. These activities will include addressing Regional Project Funding through the Grant Program Scoring Review Committee who will work on solidifying the 2020 TIP scoring process. The Human Services Transportation Plan has a mid-term cycle review for grant proposals. Under RTP activities, RTC will work with locals on the GMA Certification process. RTC will be bringing a draft Certification Policy forward by the end of 2015 and hopefully a Certification framework will be set up by February or March. RTC will bring back to RTAC a discussion about direction for the Complete and Safe Streets efforts moving forward. The RTC modeling team will be working on updating the base year model to 2015 and once the County adopts their land use forecast, RTC will update the model forecast year 2035 and will also be working on a 2040 forecast year with Metro.

The Bus on Shoulder Feasibility Study Request for Qualifications will be published next week and RTC will be working on getting a contract completed in early 2016. Staff will be working to identify Regional Freight/Commerce priority projects. RTC will establish outreach and engagement coordination with the SW Freight and Commerce Task Force and also the Metro Freight Task Force. The MAP-21 Federal Rule Making Process will be monitored throughout the year and RTC will work with a multi-jurisdictional committee and the RTC Board for target setting. There will also be partnership building through the Bi-State Committee as well as outreach, engagement and enterprise activity support for partners and to agencies under contract.

Administratively, there will be program updates for the Public Participation Process and Title VI Plan. RTC's federal on-site MPO Certification review is due in fall 2016. The MPO Certification review takes place every four (4) years to ensure RTC is performing regional transportation planning properly. A new policy to be brought forward will be a Tribal Consultation Policy documenting how RTC consults with independent nations. RTC is working with an RTC Board Sub-committee on an evaluation of member dues and will bring a recommendation forward in the first part of 2016. The lease agreement for RTC office space currently rented from Clark County will be reviewed as the current lease ends December 2016.

VI. Other Business

A. RTAC Members

- a) Jon Makler, ODOT, reported that ODOT is preparing a proposal for auxiliary lanes on I-205 northbound from I-84 to the Sandy/Killingsworth interchange to improve Bi-State traffic operations safety and increase performance. He mentioned they are planning on coordination with the I-205 BOS Study.
- b) Gary Albrecht, Clark County, announced that the County Councilors will be conducting a hearing on October 20th to discuss the preferred alternative from the Planning Commission for the 2016 Comprehensive Plan Update. All are encouraged to attend.
- c) Colleen Kuhn, Human Services Council, said that as a TIB Board Member she is interested in knowing which agencies from this region will be applying for TIB funding. The Cities of Washougal, Ridgefield and Vancouver and Clark County will be submitting applications. Colleen provided her email so agencies can forward project information to her so she can become familiar with the projects to support this region.

B. RTC Staff

- a) 2016-2019 TIP (Adopted). Dale Robins, RTC, pointed out that printed copies of the adopted TIP are available for any that want them. The current TIP is the 2015-2018 TIP so the adopted 2016-2019 TIP version will not be posted onto RTC's website until January.
- b) Dale also noted a couple of TIP corrections to the 2015-2018 TIP. Clark County changed the 10th Ave project mileage from .5 to .56 and the County also had to divide the "STEVE" project construction into 2 phases. One phase would be work the County will do and Phase two is work that needs to be contracted out.
- c) Dale also handed out a sheet with the Due Date Deadlines for 2016 TIP Amendments.
- d) Lynda David mentioned the handout providing details of a presentation by Scott Bernstein, President of the Center for Neighborhood Technology, at Metro on Monday October 19th. The presentation will focus on the combined cost of housing and transportation and what it means for affordability in the region.

The meeting adjourned at 10:40 a.m. The next meeting will be on Friday, November 20, 2015.



Taking Care of What We Have

Factsheet on Mayor's Commission on Street Funding Recommendation

Inadequate Funding for Taking Care of Streets

Pavement conditions are declining citywide, and current funding can't keep up. Vancouver has a nearly \$130 million backlog of repairs and reconstruction, projected to reach about \$250 million in 20 years.

Local funding to upgrade substandard major streets is nearly exhausted. There is limited, inadequate funding to improve mobility, safety or replace worn-out street lights, traffic signals or city-owned bridges. Without matching local funds, the City cannot apply for grants. Landscape maintenance of City-managed medians and rights of way was cut during the 2009 recession. Citizens and businesses have expressed growing concerns with the results and how it reflects on the City's image.

Streets Funding Commission Recommendation

The Mayor's Commission on Streets Funding recommends increasing funding to improve pavement conditions, enhance safety and mobility, and upgrade substandard core streets, in addition to returning median maintenance and sweeping of major streets to pre-2009 levels.

New street funding revenue would come from a new vehicle license fee, and increases in the business license surcharge and the tax included on City-owned utilities. Also contributing to funding for streets will be new state gas tax revenue expected for Vancouver, and the use of funds from retired debt service on past road projects.

Demonstrated public transparency, accountability and progress are critical components of this recommendation.

Additional Streets Funding Revenue Details:

- **Vehicle License Fee:** Owners of vehicles registered in Vancouver would pay a \$20 license fee in 2016, increasing to \$40 in 2018. For more information about vehicle license fees and exemptions, see www.cityofvancouver.us/betterstreets.
- **Business License Surcharge:** Businesses licensed in Vancouver would pay an additional \$10 (to the current \$50) per employee fee in 2016, increasing to an additional \$20 per employee in 2018. (Note: The cap is 400 employees, and businesses with less than \$12,000 annual gross receipts are exempt.)
- **Utilities Tax:** All customers of City water, sewer, stormwater and garbage utilities would pay an additional 1.5 percent increase to the current 20 percent tax. For the typical residential household within the City of Vancouver, that would amount to about \$1.64 more per month, or approximately \$20 more per year, in total water, sewer, stormwater and garbage costs.
- **Gas Tax:** In 2015, the state Legislature raised the gas tax and Vancouver's share of new revenue is estimated to be about \$200,000 in 2016, increasing to \$450,000 in 2018.
- **Debt Service Retirement:** As loans are paid off from previous road construction projects, these funds will be utilized for streets funding on a pay-as-you-go approach to making improvements.

Recommended Allocation of Additional Street Funding Revenues (\$ in Millions)						
	2016	2017	2018	2019	2020	2021
Taking Care of What We Have						
Maintain Right of Way and Arterial Sweeping	\$0.20	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75
Pavement Preservation	\$1.00	\$3.40	\$3.60	\$3.50	\$3.95	\$4.00
Pavement Reconstruction				\$0.50	\$0.60	\$1.10
Asset Replacement	Note 1	\$0.20	\$0.20	\$0.20	\$0.35	\$0.40
Improving the System						
Mobility, Accessibility, Safety, Neighborhood Improvements (Note 2.)	Note 1	\$0.60	\$0.60	\$0.60	\$0.60	\$0.70
Arterial Corridor Improvements (Note 3.)	Note 1	\$3.40	\$3.50	\$3.50	\$3.60	\$3.60
<i>Note 1. Implement the 2016 Transportation Improvement Program with Existing Resources</i>						
<i>Note 2. Locally funded Projects With Limited Potential to Leverage with Competitive Grants</i>						
<i>Note 3. Local Dollars to Leverage with Competitive Transportation Grants</i>						

Additional Street Revenues (\$ in Millions)						
	2016	2017	2018	2019	2020	2021
Vehicle License Fee (Fee Amount)	\$20	\$20	\$40	\$40	\$40	\$40
Vehicle License Fee (Est. Revenue)*	\$1.2M	\$2.4 M	\$3.6 M	\$4.8 M	\$4.8 M	\$4.8 M
Business License Surcharge (Fee Increase)	\$10	\$10	\$20	\$20	\$20	\$20
Business License Surcharge (Est. Revenue)	\$0.44M	\$0.44M	\$0.88M	\$0.88M	\$0.88M	\$0.88M
Utility Tax on City Utilities (Increase)	1.5%	1.5%	1.5%	1.5%	1.5%	1.5%
Utility Tax on City Utilities (Est. Revenue)	\$1.5 M					
Additional Gas Tax (Est. Revenue)	\$0.20M	\$0.20M	\$0.45M	\$0.45M	\$0.45M	\$0.45M
Debt Service Retirement	\$1.00M	\$1.00M	\$1.00M	\$1.40M	\$2.20M	\$2.90M
<i>* Note: The Department of Licensing has advised that revenue from the license fee begins to be collected six months after the fee is established by the Transportation Benefit District.</i>						



To request other formats, please contact:

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MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Lynda David
DATE: November 13, 2015
SUBJECT: **RTC's Certification Process for Local Comprehensive Growth Management Plans: Draft Guide**

INTRODUCTION

At the September RTAC meeting, RTC staff provided an overview of the role of RTC in the Growth Management planning process. At the November meeting, RTAC will have the opportunity to review a draft Certification Process Guide (attached) which provides details of the GMA requirements and explains RTC's GMA Certification Process.

BACKGROUND

Southwest Washington Regional Transportation Council (RTC) is the Regional Transportation Planning Organization (RTPO) for the Clark County region and, as such, has responsibility for the regional transportation planning process. One of the duties of an RTPO is to certify the transportation element of local Comprehensive Plans and any update to the Plans. The Certification process reviews the transportation element within the Comprehensive Plan to assure that it conforms to the Growth Management Act (GMA), is consistent with the Regional Transportation Plan (RTP) and meets the requirements of Washington State's Level of Service (LOS) Bill.

The certification requirement was first addressed at RTC Board meetings in 1994 during the development of the first Comprehensive Growth Management Plan for Clark County. The certification requirement was again reviewed in 2003 when the RTC Board acted to endorse the updated Certification Process. The Certification Process developed in 2003 provides the framework and basis for the updated Certification Process Guide (attached). Certification of local plans was ratified with subsequent updates to the Regional Transportation Plan (RTP) for Clark County, recognizing the close cooperation and coordination between the state, region and locals in developing Plans within the Clark County region.

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RTC's Certification Process for Local Comprehensive Growth Management Plans: Draft Guide

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Relisted below are key elements of the Certification Process as reviewed at the September RTAC meeting and now described in more detail in the attached Certification Process Guide.

- **Guidelines and Principles**

Washington state law (RCW 47.80.026) calls for the RTPO to establish guidelines and principles to provide direction for development and evaluation of comprehensive plan transportation elements.

- **Conformity with the Growth Management Act (GMA)**

The RTPO is asked to certify that transportation elements of local Comprehensive Plans conform with the requirements of the Growth Management Act (GMA) as listed in RCW 36.70A.070.

- **Consistency with the Regional Transportation Plan (RTP)**

The second certification requirement calls for consistency between the transportation element and the Regional Transportation Plan (RTP). Consistency with the RTP will be determined through a comparison of the transportation elements in local plans with the transportation provisions in the RTP.

- **Meeting the Requirements of the Level of Service (LOS) Bill**

Of all the issues required to be addressed in the transportation element, Level of Service (LOS) requires significant coordination. LOS was addressed at RTC meetings in 2003. By law, RTC is required to review level of service methodologies used by cities and counties planning under chapter 36.70A RCW to promote a consistent regional evaluation of transportation facilities and corridors. RTC is also required to work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance measures.

- **Process for Certification**

To expedite the certification process, local jurisdictions will be asked to complete a Consistency and Certification Report Form. This form will essentially be a checklist based on current statutory GMA and LOS requirements. Clark County and local jurisdictions will need to submit updated Comprehensive Growth Management Plans for certification by RTC. RTC staff will review draft Comprehensive Plan updates prior to their adoption. If necessary, RTAC will discuss coordination issues and the RTC Board will be asked to take action to complete the certification process after the Comprehensive Plan updates are adopted by local jurisdictions.

NEXT STEPS

Following discussion of the Draft Certification Process Guide at the November 20 RTAC meeting, RTC staff will make any changes to Certification materials resulting from the input of RTAC members and will coordinate with transportation and land use planners. RTC will bring any edited materials back to RTAC in December. Background to the GMA Certification Policy

**RTC's Certification Process for Local Comprehensive Growth Management Plans: Draft
Guide**

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will be presented at the January 2016 RTC Board meeting, with the draft GMA Certification Policy presented at the February RTC Board meeting and a request for Board action to approve the Policy will be on the Board's March agenda.

Attachment

20151120-RTAC-GMACERTIFICATIONRTC.DOCX

RTC's Certification of Comprehensive Growth Management Plans: Process Guide

November 2015

RTC's website: www.rtc.wa.gov

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**Southwest Washington
Regional Transportation Council**



Agency Overview

Southwest Washington Regional Transportation Council (RTC) is the Metropolitan Planning Organization (MPO) for Clark County, Washington, a portion of the larger Portland-Vancouver urbanized area and is state-designated Regional Transportation Planning Organization (RTPO) for the three-County region of Clark, Klickitat and Skamania Counties.



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Title VI Compliance

The Southwest Washington Regional Transportation Council (RTC) assures that no person shall, on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. RTC further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether or not those programs and activities are federally funded.

Americans with Disabilities Act (ADA) Information



Materials can be provided in alternative formats by contacting the Southwest Washington Regional Transportation Council (RTC) at 360-397-6067 or info@rtc.wa.gov.

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Introduction

This document describes how RTC will carry out the required certification process for local comprehensive plans in Clark County.

Introduction

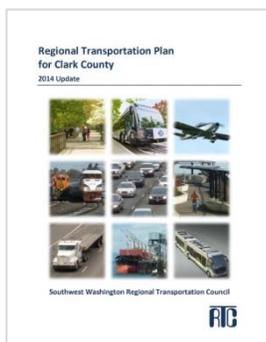
The Southwest Washington Regional Transportation Council (RTC) is the state-designated Regional Transportation Planning Organization (RTPO) for the three-county region of Clark, Klickitat and Skamania Counties. RTPOs were authorized as part of the 1990 Growth Management Act (GMA) to ensure local and regional coordination of transportation plans. Primary duties of an RTPO include preparation of a Regional Transportation Plan (RTP), certification that Countywide Planning Policies and the transportation element of local comprehensive plans are consistent with the RTP, and development and maintenance of a six-year Regional Transportation Improvement Program (TIP). Within RTC's region only the urbanized Clark County has to fully comply with the Growth Management Act's requirements, therefore RTC is only required to certify GMA Plans developed in Clark County.

This document describes how the Southwest Washington Regional Transportation Council will carry out the required certification process as part of the comprehensive planning process in Clark County. This certification is based on the Growth Management Act (GMA) requirements codified in the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC), and adopted County-Wide Planning Policies for transportation.

Purpose

The purpose of this document is to provide instruction to ensure that the Countywide Planning Policies and the transportation elements of comprehensive plans are consistent with RTC's RTP, GMA (36.70A.070) planning requirements, and guidelines and principles related to regional transportation planning as mandated in RCW (47.80.026).

Included within the Appendices of this document are plan review and certification checklists to be used by Clark County and local jurisdictions as part of RTC's plan review and certification process.



Background

To assure consistency between local and regional planning efforts, the GMA (RCW 47.80.023) requires all transportation elements of local comprehensive plans undergo a consistency review and certification process to ensure that they conform to the requirements of GMA and are consistent with the Regional Transportation Plan (RTP). The GMA states that this process is to be developed and administered by Regional Transportation Planning Organizations (RTPOs). Southwest Washington Regional Transportation Council is the RTPO for Clark, Skamania and Klickitat counties. Clark County is required to plan according to the requirements of the GMA.

The Certification Process is made up of four key issues: 1) Guidelines and Principles for certifying the transportation element, 2) Conformity with GMA, 3) Consistency with the Regional Transportation Plan, and 4) Requirements of the Level of Service Bill which are addressed in subsequent sections of this document.

The Washington Administrative Code's Procedural Criteria for Adopting Comprehensive Plans (Chapter 365-195 WAC) reiterates sections of the RCWs and recommends further steps to meet the requirements. The adopted County-Wide Planning Policies for Transportation articulate the countywide policy perspective on regional consistency. These policies are a requirement of the GMA and are intended to further the coordinated development of comprehensive plans.

The GMA (RCW 36.70A.100) emphasizes coordination and consistency in planning efforts among jurisdictions and agencies. The RTC Board of Directors is the forum for interjurisdictional and regional coordination on matters of transportation. RTC's Regional Transportation Advisory Committee (RTAC) advises the RTC Board. Both the RTC Board and RTAC meet monthly to discuss transportation issues that require regional coordination.

Mandated Responsibilities per GMA

Responsibilities

Summarized in the lists below are the responsibilities of RTPOs, local jurisdictions and the County as they relate to updates or amendments to comprehensive plans as well as the Countywide Planning Policies (CPPs). For further detail, Appendix A includes excerpts from Washington's

RTPO

- ◆ Establish guidelines and principles for development/evaluation of the transportation elements of comprehensive plans and ensure that state, regional and local transportation system goals are met.
- ◆ Certify that the transportation elements of comprehensive plans are consistent with the RTP and specified GMA and RCW transportation planning requirements.
- ◆ Develop regional LOS standards.
- ◆ Review local LOS methodologies for regional consistency.
- ◆ Certify that Countywide Planning Policies (CPPs) is consistent with the Regional Transportation Plan.

Local Jurisdictions

- ◆ Develop a comprehensive plan including but not limited to a land use element, a Capital Facilities Plan (CFP) element (including a financing plan) and a transportation element, all of which are consistent.
- ◆ Develop regionally coordinated local LOS standards for locally owned arterials and transit routes to serve as a gauge to judge performance of the system and requirements.

- ◆ Assess and coordinate with adjacent jurisdictions the impacts of the transportation plan and land use assumptions under consideration.
- ◆ Submit comprehensive plan updates and amendments to the RTPO for consistency review and certification.

County

- ◆ Adopt a Countywide Planning Policy (CPP) in cooperation with local jurisdictions.
- ◆ Provide a countywide framework that ensures that city and county comprehensive plans are consistent.
- ◆ Ensure that the Countywide Planning Policies and the adopted Regional Transportation Plan are consistent.
- ◆ Submit comprehensive plan, updates and amendment(s) to the RTPO for consistency review and certification.

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Guidelines and Principles

Background

Section 47.80.026 of the Revised Code of Washington requires RTPOs to follow guidelines and principles that provide specific direction for the development and evaluation of the transportation elements of comprehensive plans, and to assure that state, regional, and local goals for the development of transportation systems are met. The guidelines and principles are closely related to the goals and policies in the Regional Transportation Plan. Rather than guiding decision making as goals and policies do, guidelines and principles form the criteria for certifying city and county transportation elements in comprehensive plans.

List of Guidelines and Principles

Guidelines and principles focus on the following factors:

- ◆ Concentration of economic activity.
- ◆ Residential density.
- ◆ Development corridors and urban design that, where appropriate, support high capacity transit.
- ◆ Freight transportation and port access.
- ◆ Development patterns that promote pedestrian and non-motorized transportation.
- ◆ Circulation systems
- ◆ Access to regional systems
- ◆ Effective and efficient highway systems.
- ◆ The ability of transportation facilities and programs to retain existing and attract new jobs and private investment and to accommodate growth in demand.

- ◆ Transportation demand management.
- ◆ Joint and mixed use developments.
- ◆ Present and future railroad right-of-way corridor utilization.
- ◆ Intermodal connections.

The RTPO has the flexibility to determine how to address each of the factors listed above in evaluating local comprehensive plans.

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Conformity with the Growth Management Act

Background

The GMA conformity requirement directs RTPOs to certify that the transportation elements of comprehensive plans conform to the appropriate requirements of RCW 36.70A.070, and recommends steps to meet the RCW requirements in Washington Administrative Code (WAC) 365-195-325.

List of GMA Plan Elements

The following are required GMA Plan elements according to the Revised Code of Washington:

1. Land Use Element
2. Housing Element
3. Capital Facilities Plan Element
4. Utilities Element
5. Rural Element
6. Transportation Element
7. Economic Development Element
8. Park and Recreation Element

While the RTPO focuses on certification of the transportation element, there are inter-relationships between all of the GMA Plan elements listed above.

The Transportation Element of Local Comprehensive Plans

Key to development of the transportation element is the understanding of the integration of transportation and land use where density and design

affects the workings of the transportation system. Another key concept is accessibility to land uses. When local jurisdictions develop the transportation elements of their Comprehensive Plans there is expectations that the Plans are developed in coordination with planning partners to ensure consistency between plans.

One of the tests for conformity with the Growth Management Act is that the transportation element should address several key transportation elements as listed below.

List of Components the Transportation Element Should Address:

- ◆ Goals and Policies
- ◆ Data and Performance Measures
- ◆ Inventory
- ◆ Pedestrian and Bicycle Component
- ◆ Setting Level of Service
- ◆ Travel Forecasting
- ◆ Identification of System Needs
- ◆ Transportation Demand Management
- ◆ Multi-Year Financing Plan

As part of the Comprehensive planning process, the transportation decisions must also be evaluated for environmental impact.

Consistency with the Regional Transportation Plan

RTP Background

The second GMA conformity requirement calls for a certification of consistency between the transportation elements of local comprehensive plans and the Regional Transportation Plan (RTP). The existing RTP for Clark County was updated and adopted in December 2014. The RTP is due for full update again in 2018 to meet federal requirements though an earlier amendment may be considered to reflect updated land use allocation planned for in the updated GMA Plan scheduled for adoption in June 2016. This consistency review and certification process will take into consideration the coordination efforts between RTC and local agencies that will allow for Plans to meet consistency requirements.

RTP Planning Factors

The following factors are significant to development of the RTP. Consistency with these factors will meet the conformity requirement under GMA.

- ◆ Land use forecast
- ◆ Regional Travel Forecast Model network and transit service assumptions
- ◆ Level of service standards
- ◆ Goals and policies
- ◆ Projects, programs, and services
- ◆ Financial plan and regional transportation funding strategy
- ◆ Intergovernmental coordination efforts
- ◆ Transportation demand and system management strategies

County-Wide Planning Policies

Background

Clark County and cities within the County have adopted County-Wide Planning Policies. The purpose of these County-Wide Planning Policies is to frame how the comprehensive plans of the counties, cities, and towns will be developed and coordinated.

These policies are an integral part of the consistency review and certification process and are specifically reflected in the certification checklist used to determine consistency.

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Level of Service

MATERIALS TO BE DISTRIBUTED AT NOVEMBER 2015 RTAC MEETING

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Process for Certification

Responsibilities

RTC staff and member jurisdictions of the Regional Transportation Advisory Committee (RTAC) will complete the consistency review process. RTAC will recommend approval of certification to the RTC Board. If the updated Plan is consistent, a certification letter from the Chair of RTC will be sent to the local jurisdiction.

A checklist will be used to determine where there is consistency and where there is not. The checklist contains a series of questions related to the requirements of the GMA for developing transportation elements in local comprehensive plans. There is a comment section for each checklist item to help clarify what is inconsistent or to provide positive feedback about supportive efforts. The checklist consolidates both conformity requirements for transportation elements of local comprehensive plans with the GMA and the Regional Transportation Plan.

Steps to Certification

A multi-step certification process will be used to review local transportation elements:

Step 1:

Preliminary review will be performed by RTC staff when the draft comprehensive plan is being developed and prior to plan adoption. The checklist will be used as an aid in conducting the preliminary certification review. Any inconsistencies or potential problems across jurisdictional boundaries would be noted at this time.

Step 2:

Once the final transportation elements are adopted, RTC staff will prepare an overall certification report that addresses all of the individual elements from the checklist.

Step 3:

Following a review by RTAC, RTAC will make a recommendation regarding certification and the certification reports will be sent to the RTC Board of Directors.

Step 4:

The RTC Board of Directors will take action to certify the Comprehensive Plans.

If inconsistencies and/or problems are identified during the certification process, discussions will first occur between RTC staff and the jurisdictions' staff. If issues cannot be resolved at this level, the discussion will next take place with the Regional Transportation Advisory Committee. Ultimately, the RTC Board will make the decision on any issues of inconsistency. Any decisions rendered by the RTC Board may be appealed to the Western Washington Growth Management Hearings Board.

Plan Amendment, Update and Funding Eligibility

Local jurisdictions' transportation elements are certified until amended or updated. Any changes to the transportation element will require re-certification. If the Regional Transportation Plan is amended or updated, then all local transportation elements in the region would have to be revisited. Local transportation elements, that are certified by the RTPO, are eligible for State and Federal Funding.

Submittal of Local Plans for Consistency and Certification Review

Plans to be Submitted to RTC

The following plans shall be reviewed for consistency and certified by RTC under the Growth management Act (RCW 47.80.023 and RCW 36.70A.070):

Local Comprehensive Plan Transportation Elements:

- ◆ Clark County
- ◆ City of Battle Ground
- ◆ City of Camas
- ◆ City of La Center
- ◆ City of Ridgefield
- ◆ City of Vancouver
- ◆ City of Washougal
- ◆ Town of Yacolt

State Systems Plan

- ◆ Washington State Department of Transportation

Transit Agency Six-Year Transit Program (RCW 35.58.2795)

- ◆ C-TRAN's TDP

Appendices

APPENDICES

Appendix A: RCW Requirements (excerpts)

Appendix B: Certification Checklist

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Appendix A

RCW Requirements (excerpts)

RCW 36.70A.070 (GMA)

Comprehensive plans — Mandatory elements.

The comprehensive plan of a county or city that is required or chooses to plan under [RCW 36.70A.040](#) shall consist of a map or maps, and descriptive text covering objectives, principles, and standards used to develop the comprehensive plan. The plan shall be an internally consistent document and all elements shall be consistent with the future land use map. A comprehensive plan shall be adopted and amended with public participation as provided in [RCW 36.70A.140](#).

Each comprehensive plan shall include a plan, scheme, or design for each of the following:

(1) A land use element designating the proposed general distribution and general location and extent of the uses of land, where appropriate, for agriculture, timber production, housing, commerce, industry, recreation, open spaces, general aviation airports, public utilities, public facilities, and other land uses. The land use element shall include population densities, building intensities, and estimates of future population growth. The land use element shall provide for protection of the quality and quantity of groundwater used for public water supplies. Wherever possible, the land use element should consider utilizing urban planning approaches that promote physical activity. Where applicable, the land use element shall review drainage, flooding, and storm water run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state, including Puget Sound or waters entering Puget Sound.

(2) A housing element ensuring the vitality and character of established residential neighborhoods that: (a) Includes an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth; (b) includes a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single-family residences; (c) identifies sufficient land for housing, including, but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster

care facilities; and (d) makes adequate provisions for existing and projected needs of all economic segments of the community.

(3) A capital facilities plan element consisting of: (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities; (b) a forecast of the future needs for such capital facilities; (c) the proposed locations and capacities of expanded or new capital facilities; (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the Plan Review and Certification Process Instruction Manual capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element.

(4) A utilities element consisting of the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical lines, telecommunication lines, and natural gas lines.

(5) Rural element. Counties shall include a rural element including lands that are not designated for urban growth, agriculture, forest, or mineral resources. The following provisions shall apply to the rural element:

(a) Growth management act goals and local circumstances. Because circumstances vary from county to county, in establishing patterns of rural densities and uses, a county may consider local circumstances, but shall develop a written record explaining how the rural element harmonizes the planning goals in RCW 36.70A.020 and meets the requirements of this chapter.

(b) Rural development. The rural element shall permit rural development, forestry, and agriculture in rural areas. The rural element shall provide for a variety of rural densities, uses, essential public facilities, and rural governmental services needed to serve the permitted densities and uses. To achieve a variety of rural densities and uses, counties may provide for clustering, density transfer, design guidelines, conservation easements, and other innovative techniques that will accommodate appropriate rural densities and uses that are not characterized by urban growth and that are consistent with rural character.

(c) Measures governing rural development. The rural element shall include measures that apply to rural development and protect the rural character of the area, as established by the county, by:

- (i) Containing or otherwise controlling rural development;
- (ii) Assuring visual compatibility of rural development with the surrounding rural area;
- (iii) Reducing the inappropriate conversion of undeveloped land into sprawling, low density development in the rural area;
- (iv) Protecting critical areas, as provided in RCW 36.70A.060, and surface water and groundwater resources; and
- (v) Protecting against conflicts with the use of agricultural, forest, and mineral resource lands designated under RCW 36.70A.170.

(d) Limited areas of more intensive rural development. Subject to the requirements of this subsection and except as otherwise specifically provided in this subsection (5)(d), the rural element may allow for limited areas of more intensive rural development, including necessary public facilities and public services to serve the limited area as follows:

- (i) Rural development consisting of the infill, development, or redevelopment of existing commercial, industrial, residential, or mixed-use areas, whether characterized as shoreline development, villages, hamlets, rural activity centers, or crossroads developments.
 - (A) A commercial, industrial, residential, shoreline, or mixed-use area shall be subject to the requirements of (d)(iv) of this subsection, but shall not be subject to the requirements of (c)(ii) and (iii) of this subsection.
 - (B) Any development or redevelopment other than an industrial area or an industrial use within a mixed-use area or an industrial area under this subsection (5)(d)(i) must be principally designed to serve the existing and projected rural population.
 - (C) Any development or redevelopment in terms of building size, scale, use, or intensity shall be consistent with the character of the existing areas. Development and redevelopment may include changes in use from vacant land or a previously existing use so long as the

new use conforms to the requirements of this subsection (5);

- (ii) The intensification of development on lots containing, or new development of, small scale recreational or tourist uses, including commercial facilities to serve those recreational or tourist uses, that rely on a rural location and setting, but that do not include new residential development. A small-scale recreation or tourist use is not required to be principally designed to serve the existing and projected rural population. Public services and public facilities shall be limited to those necessary to serve the recreation or tourist use and shall be provided in a manner that does not permit low-density sprawl;
- (iii) The intensification of development on lots containing isolated nonresidential uses or new development of isolated cottage industries and isolated small-scale businesses that are not principally designed to serve the existing and projected rural population and nonresidential uses, but do provide job opportunities for rural residents. Rural counties may allow the expansion of small-scale businesses as long as those small-scale businesses conform with the rural character of the area as defined by the local government according to RCW 36.70A.030(15). Rural counties may also allow new small-scale businesses to utilize a site previously occupied by an existing business as long as the new small-scale business conforms to the rural character of the area as defined by the local government according to RCW 36.70A.030(15). Public services and public facilities shall be limited to those necessary to serve the isolated nonresidential use and shall be provided in a manner that does not permit low-density sprawl;
- (iv) A county shall adopt measures to minimize and contain the existing areas or uses of more intensive rural development, as appropriate, authorized under this subsection. Lands included in such existing areas or uses shall not extend beyond the logical outer boundary of the existing area or use, thereby allowing a new pattern of low-density sprawl. Existing areas are those that are clearly identifiable and contained and where there is a logical boundary delineated predominately by the built environment, but that may also include undeveloped lands if limited as provided in this subsection. The county shall establish the logical outer boundary of an area of more intensive rural development. In establishing the logical outer

boundary, the county shall address (A) the need to preserve the character of existing natural neighborhoods and communities, (B) physical boundaries, such as bodies of water, streets and highways, and land forms and contours, (C) the prevention of abnormally irregular boundaries, and (D) the ability to provide public facilities and public services in a manner that does not permit low-density sprawl;

- (v) For purposes of (d) of this subsection, an existing area or existing use is one that was in existence:
 - (A) On July 1, 1990, in a county that was initially required to plan under all of the provisions of this chapter;
 - (B) On the date the county adopted a resolution under RCW 36.70A.040(2), in a county that is planning under all of the provisions of this chapter under RCW 36.70A.040(2); or
 - (C) On the date the office of financial management certifies the county's population as provided in RCW 36.70A.040(5), in a county that is planning under all of the provisions of this chapter pursuant to RCW 36.70A.040(5).

(e) Exception. This subsection shall not be interpreted to permit in the rural area a major industrial development or a master planned resort unless otherwise specifically permitted under RCW 36.70A.360 and 36.70A.365.

- (6) A transportation element that implements, and is consistent with, the land use element.
 - (a) The transportation element shall include the following sub elements:
 - (i) Land use assumptions used in estimating travel;
 - (ii) Estimated traffic impacts to state-owned transportation facilities resulting from land use assumptions to assist the department of transportation in monitoring the performance of state facilities, to plan improvements for the facilities, and to assess the impact of land use decisions on state-owned transportation facilities;
 - (iii) Facilities and services needs, including:

- (A) An inventory of air, water, and ground transportation facilities and services, including transit alignments and general aviation airport facilities, to define existing capital facilities and travel levels as a basis for future planning. This inventory must include state-owned transportation facilities within the city or county's jurisdictional boundaries;
 - (B) Level of service standards for all locally owned arterials and transit routes to serve as a gauge to judge performance of the system. These standards should be regionally coordinated;
 - (C) For state-owned transportation facilities, level of service standards for highways, as prescribed in chapters 47.06 and 47.80 RCW, to gauge the performance of the system. The purposes of reflecting level of service standards for state highways in the local comprehensive plan are to monitor the performance of the system, to evaluate improvement strategies, and to facilitate coordination between the county's or city's six-year street, road, or transit program and the office of financial management's ten-year investment program. The concurrency requirements of (b) of this subsection do not apply to transportation facilities and services of statewide significance except for counties consisting of islands whose only connection to the mainland are state highways or ferry routes. In these island counties, state highways and ferry route capacity must be a factor in meeting the concurrency requirements in (b) of this subsection;
 - (D) Specific actions and requirements for bringing into compliance locally owned transportation facilities or services that are below an established level of service standard;
 - (E) Forecasts of traffic for at least ten years based on the adopted land use plan to provide information on the location, timing, and capacity needs of future growth;
 - (F) Identification of state and local system needs to meet current and future demands. Identified needs on state-owned transportation facilities must be consistent with the statewide multimodal transportation plan required under chapter 47.06 RCW;
- (iv) Finance, including:
- (A) An analysis of funding capability to judge needs against probable funding resources;

- (B) A multiyear financing plan based on the needs identified in the comprehensive plan, the appropriate parts of which shall serve as the basis for the six-year street, road, or transit program required by RCW 35.77.010 for cities, RCW 36.81.121 for counties, and RCW 35.58.2795 for public transportation systems. The multiyear financing plan should be coordinated with the ten-year investment program developed by the office of financial management as required by RCW 47.05.030;
- (C) If probable funding falls short of meeting identified needs, a discussion of how additional funding will be raised, or how land use assumptions will be reassessed to ensure that level of service standards will be met;
 - (v) Intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions;
 - (vi) Demand-management strategies;
 - (vii) Pedestrian and bicycle component to include collaborative efforts to identify and designate planned improvements for pedestrian and bicycle facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles.
- (b) After adoption of the comprehensive plan by jurisdictions required to plan or who choose to plan under RCW 36.70A.040, local jurisdictions must adopt and enforce ordinances which prohibit development approval if the development causes the level of service on a locally owned transportation facility to decline below the standards adopted in the transportation element of the comprehensive plan, unless transportation improvements Plan Review and Certification Process Instruction Manual or strategies to accommodate the impacts of development are made concurrent with the development. These strategies may include increased public transportation service, ride sharing programs, demand management, and other transportation systems management strategies. For the purposes of this subsection (6), "concurrent with the development" means that improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years.
- (c) The transportation element described in this subsection (6), the six-year plans required by RCW 35.77.010 for cities, RCW 36.81.121 for counties, and RCW 35.58.2795 for public transportation systems, and the

ten-year investment program required by RCW 47.05.030 for the state, must be consistent.

(7) An economic development element establishing local goals, policies, objectives, and provisions for economic growth and vitality and a high quality of life. The element shall include: (a) A summary of the local economy such as population, employment, payroll, sectors, businesses, sales, and other information as appropriate; (b) a summary of the strengths and weaknesses of the local economy defined as the commercial and industrial sectors and supporting factors such as land use, transportation, utilities, education, workforce, housing, and natural/cultural resources; and (c) an identification of policies, programs, and projects to foster economic growth and development and to address future needs. A city that has chosen to be a residential community is exempt from the economic development element requirement of this subsection.

(8) A park and recreation element that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities. The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

(9) It is the intent that new or amended elements required after January 1, 2002, be adopted concurrent with the scheduled update provided in RCW 36.70A.130. Requirements to incorporate any such new or amended elements shall be null and void until funds sufficient to cover applicable local government costs are appropriated and distributed by the state at least two years before local government must update comprehensive plans as required in RCW 36.70A.130.

RCW 36.70A.210 (GMA)

Countywide planning policies.

(1) The legislature recognizes that counties are regional governments within their boundaries, and cities are primary providers of urban governmental services within urban growth areas. For the purposes of this section, a "countywide planning policy" is a written policy statement or statements used solely for establishing a countywide Plan Review and Certification Process Instruction Manual framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive

plans are consistent as required in RCW 36.70A.100. Nothing in this section shall be construed to alter the land-use powers of cities.

(2) The legislative authority of a county that plans under RCW 36.70A.040 shall adopt a countywide planning policy in cooperation with the cities located in whole or in part within the county as follows:

- (a) No later than sixty calendar days from July 16, 1991, the legislative authority of each county that as of June 1, 1991, was required or chose to plan under RCW 36.70A.040 shall convene a meeting with representatives of each city located within the county for the purpose of establishing a collaborative process that will provide a framework for the adoption of a countywide planning policy. In other counties that are required or choose to plan under RCW 36.70A.040, this meeting shall be convened no later than sixty days after the date the county adopts its resolution of intention or was certified by the office of financial management.
- (b) The process and framework for adoption of a countywide planning policy specified in (a) of this subsection shall determine the manner in which the county and the cities agree to all procedures and provisions including but not limited to desired planning policies, deadlines, ratification of final agreements and demonstration thereof, and financing, if any, of all activities associated therewith.
- (c) If a county fails for any reason to convene a meeting with representatives of cities as required in (a) of this subsection, the governor may immediately impose any appropriate sanction or sanctions on the county from those specified under RCW 36.70A.340.
- (d) If there is no agreement by October 1, 1991, in a county that was required or chose to plan under RCW 36.70A.040 as of June 1, 1991, or if there is no agreement within one hundred twenty days of the date the county adopted its resolution of intention or was certified by the office of financial management in any other county that is required or chooses to plan under RCW 36.70A.040, the governor shall first inquire of the jurisdictions as to the reason or reasons for failure to reach an agreement. If the governor deems it appropriate, the governor may immediately request the assistance of the *department of community, trade, and economic development to mediate any disputes that preclude agreement. If mediation is unsuccessful

in resolving all disputes that will lead to agreement, the governor may impose appropriate sanctions from those specified under RCW 36.70A.340 on the county, city, or cities for failure to reach an agreement as provided in this section. The governor shall specify the reason or reasons for the imposition of any sanction.

- (e) No later than July 1, 1992, the legislative authority of each county that was required or chose to plan under RCW 36.70A.040 as of June 1, 1991, or no later than fourteen months after the date the county adopted its resolution of intention or was certified by the office of financial management the county legislative authority of any other county that is required or chooses to plan under RCW 36.70A.040, shall adopt a Plan Review and Certification Process Instruction Manual countywide planning policy according to the process provided under this section and that is consistent with the agreement pursuant to (b) of this subsection, and after holding a public hearing or hearings on the proposed countywide planning policy.

(3) A countywide planning policy shall at a minimum, address the following:

- (a) Policies to implement RCW 36.70A.110;
- (b) Policies for promotion of contiguous and orderly development and provision of urban services to such development;
- (c) Policies for siting public capital facilities of a countywide or statewide nature, including transportation facilities of statewide significance as defined in RCW 47.06.140;
- (d) Policies for countywide transportation facilities and strategies;
- (e) Policies that consider the need for affordable housing, such as housing for all economic segments of the population and parameters for its distribution;
- (f) Policies for joint county and city planning within urban growth areas;

- (g) Policies for countywide economic development and employment, which must include consideration of the future development of commercial and industrial facilities; and
 - (h) An analysis of the fiscal impact.
- (4) Federal agencies and Indian tribes may participate in and cooperate with the countywide planning policy adoption process. Adopted countywide planning policies shall be adhered to by state agencies.
- (5) Failure to adopt a countywide planning policy that meets the requirements of this section may result in the imposition of a sanction or sanctions on a county or city within the county, as specified in RCW 36.70A.340. In imposing a sanction or sanctions, the governor shall specify the reasons for failure to adopt a countywide planning policy in order that any imposed sanction or sanctions are fairly and equitably related to the failure to adopt a countywide planning policy.
- (6) Cities and the governor may appeal an adopted countywide planning policy to the growth management hearings board within sixty days of the adoption of the countywide planning policy.
- (7) Multicounty planning policies shall be adopted by two or more counties, each with a population of four hundred fifty thousand or more, with contiguous urban areas and may be adopted by other counties, according to the process established under this section or other processes agreed to among the counties and cities within the affected counties throughout the multicounty region. Plan Review and Certification Process Instruction Manual

RCW 47.80.023

Regional Transportation Planning Organizations Duties.

Each regional transportation planning organization shall have the following duties:

- (1) Prepare and periodically update a transportation strategy for the region. The strategy shall address alternative transportation modes and transportation demand management measures in regional corridors and shall recommend preferred transportation policies to implement adopted growth strategies. The strategy shall serve as a guide in preparation of the regional transportation plan.

- (2) Prepare a regional transportation plan as set forth in RCW 47.80.030 that is consistent with countywide planning policies if such have been adopted pursuant to chapter 36.70A RCW, with county, city, and town comprehensive plans, and state transportation plans.
- (3) Certify by December 31, 1996, that the transportation elements of comprehensive plans adopted by counties, cities, and towns within the region reflect the guidelines and principles developed pursuant to RCW 47.80.026, are consistent with the adopted regional transportation plan, and, where appropriate, conform with the requirements of RCW 36.70A.070.
- (4) Where appropriate, certify that countywide planning policies adopted under RCW 36.70A.210 and the adopted regional transportation plan are consistent.
- (5) Develop, in cooperation with the department of transportation, operators of public transportation services and local governments within the region, a six-year regional transportation improvement program which proposes regionally significant transportation projects and programs and transportation demand management measures. The regional transportation improvement program shall be based on the programs, projects, and transportation demand management measures of regional significance as identified by transit agencies, cities, and counties pursuant to RCW 35.58.2795, 35.77.010, and 36.81.121, respectively, and any recommended programs or projects identified by the agency council on coordinated transportation, as provided in *chapter 47.06B RCW, that advance special needs coordinated transportation as defined in *RCW 47.06B.012. The program shall include a priority list of projects and programs, project segments and programs, transportation demand management measures, and a specific financial plan that demonstrates how the transportation improvement program can be funded. The program shall be updated at least every two years for the ensuing six-year period.
- (6) Include specific opportunities and projects to advance special needs coordinated transportation, as defined in *RCW 47.06B.012, in the coordinated transit human services transportation plan, after providing opportunity for public comment.
- (7) Designate a lead planning agency to coordinate preparation of the regional transportation plan and carry out the other responsibilities of the organization. The lead Plan Review and Certification Process Instruction Manual planning agency may be a regional organization, a component county, city, or town agency, or the appropriate Washington state department of transportation district office.

- (8) Review level of service methodologies used by cities and counties planning under chapter 36.70A RCW to promote a consistent regional evaluation of transportation facilities and corridors.
- (9) Work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance measures.
- (10) Submit to the agency council on coordinated transportation, as provided in *chapter 47.06B RCW, beginning on July 1, 2007, and every four years thereafter, an updated plan that includes the elements identified by the council. Each regional transportation planning organization must submit to the council every two years a prioritized regional human service and transportation project list.

RCW 47.80.026

Comprehensive plans, transportation guidelines, and principles.

Each regional transportation planning organization, with cooperation from component cities, towns, and counties, shall establish guidelines and principles by July 1, 1995, that provide specific direction for the development and evaluation of the transportation elements of comprehensive plans, where such plans exist, and to assure that state, regional, and local goals for the development of transportation systems are met. These guidelines and principles shall address at a minimum the relationship between transportation systems and the following factors: Concentration of economic activity, residential density, development corridors and urban design that, where appropriate, supports high capacity transit, freight transportation and port access, development patterns that promote pedestrian and non-motorized transportation, circulation systems, access to regional systems, effective and efficient highway systems, the ability of transportation facilities and programs to retain existing and attract new jobs and private investment and to accommodate growth in demand, transportation demand management, joint and mixed use developments, present and future railroad right-of-way corridor utilization, and intermodal connections.

Examples shall be published by the organization to assist local governments in interpreting and explaining the requirements of this section.

RCW 47.06.140

Transportation facilities and services of statewide significance — Level of service standards.

(1) The legislature declares the following transportation facilities and services to be of statewide significance: Highways of statewide significance as designated by the legislature under chapter 47.05 RCW, the interstate highway system, interregional state principal arterials including ferry connections that serve statewide travel, intercity passenger rail services, intercity high-speed ground transportation, major passenger intermodal terminals excluding all airport facilities and services, the freight railroad system, the Columbia/Snake navigable river system, marine port facilities and services that are related solely to marine activities affecting international and interstate trade, key freight transportation corridors serving these marine port facilities, and high capacity transportation systems serving regions as defined in RCW 81.104.015. The department, in cooperation with regional transportation planning organizations, counties, cities, transit agencies, public ports, private railroad operators, and private transportation providers, as appropriate, shall plan for improvements to transportation facilities and services of statewide significance in the statewide multimodal transportation plan. Improvements to facilities and services of statewide significance identified in the statewide multimodal transportation plan, or to highways of statewide significance designated by the legislature under chapter 47.05 RCW, are essential state public facilities under RCW 36.70A.200.

(2) The department of transportation, in consultation with local governments, shall set level of service standards for state highways and state ferry routes of statewide significance. Although the department shall consult with local governments when setting level of service standards, the department retains authority to make final decisions regarding level of service standards for state highways and state ferry routes of statewide significance. In establishing level of service standards for state highways and state ferry routes of statewide significance, the department shall consider the necessary balance between providing for the free interjurisdictional movement of people and goods and the needs of local communities using these facilities. When setting the level of service standards under this section for state ferry routes, the department may allow for a standard that is adjustable for seasonality.

Appendix B

Certification Checklist

Example to be Distributed Prior to November 2015 RTAC meeting.

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