



A New Approach to Implementing the Comprehensive Plan

An “Implementation Strategy” or “Action Plan*” is intended as a companion document to the Comprehensive Plan, and a tool for defining priorities and tracking implementation over a multi-year planning period.

The Action Plan can also be a tool for community education, recruitment and coordination of community partners, and pursuit of grant funding.

The concept and need for an Action Plan came up early in the scoping process for *Imagine Olympia* because members of the City Council, Planning Commission, and community wanted a tool to understand and track how successfully the Comprehensive Plan was being implemented. An Action Plan was also identified as a way in which to support planning and budgeting for implementation beyond the typical one-year time frame.

The Growth Management Act (GMA) recommends that cities develop a strategy for implementing a Comprehensive Plan. GMA notes that an Implementation Strategy should describe the regulatory and non-regulatory actions to be used for implementation and include a schedule for adoption or completion.

What should be the process for developing our approach to implementation?

There are a few key questions staff would like answered to develop a specific proposal for creating an Action Plan:

When would Council like to finish the Action Plan?	<u>Staff Recommendation:</u> The Action Plan is finished by June 2013 (concurrent with review of the Comprehensive Plan Update).	<u>Alternative(s):</u> The Action Plan is finished after Council reviews and adopts the Comprehensive Plan Update.
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*For the purpose of discussion, staff will use the name “Action Plan,” but the title has not been determined and can be decided later.

<p>Should the Action Plan be adopted under the Growth Management Act (GMA)?</p>	<p><u>Staff Recommendation:</u></p> <p>The Action Plan is adopted separately as a companion document to the Comprehensive Plan.</p>	<p><u>Alternative(s):</u></p> <p>The Action Plan is an element of the Comprehensive Plan, and undergoes the same review and update process as required by GMA for the Comprehensive Plan.</p>
<p>Should the Action Plan be adopted by City Council?</p>	<p><u>Staff Recommendation:</u></p> <p>Council formally adopts the Action Plan.</p>	<p><u>Alternative(s):</u></p> <ol style="list-style-type: none"> 1. Council approves the Action Plan on an annual basis. 2. The Action Plan is a staff-level document.
<p>What should be the role of Advisory Committees and Commissions?</p>	<p><u>Staff Recommendation:</u></p> <p>All Advisory Committees and Commissions have an opportunity annually to provide input into the Plan during the drafting phase through staff liaisons.</p>	<p><u>Alternative(s):</u></p> <ol style="list-style-type: none"> 1. The Planning Commission formally reviews and provides Council with a recommendation on the Action Plan on an annual basis.

Where would “Action Items” originate?

Sources of action items may include, but are not limited to:

- *Growth Management Act requirements*
 - *Example: Update the Critical Areas development regulations.*
- *The Comprehensive Plan Update*
 - *Example: Sub-Area Planning*
- *Advisory Committee/Commission recommendations*
 - *Example: Urban Forestry Management Plan*
- *Existing Work Plan Items in the Planning Commission's queue*
 - *Example: Urban Agriculture code amendments*

- Council initiatives:
 - Example: 20-Year Investment Strategy
- Master Plan work items
 - Example: Reclaimed Water amendments

Examples of “Action Item” Summaries:

The following are two examples of how staff might summarize a potential “action item.” Action Items are actions that will implement the Comprehensive Plan. Council would determine which action items to include in the Action Plan, and in what order of priority.

Example A: **DRAFT** 1-Page Summary

Example B: **DRAFT** Paragraph Summaries

EXAMPLE

Action Item: **Develop an Urban Forest Management Plan**

Comprehensive Plan goals and policies that support developing an Urban Forest Management Plan:

GN3 A healthy and diverse urban forest is protected, expanded through planting new trees, and valued for its contribution to the environment and community residents.

PN3.1 Manage the urban forest to professional standards, and establish program goals and practices based on best available science.

PN3.2 Measure the tree canopy and set a city-wide target for increasing it through tree preservation and planting.

PN3.3 Preserve existing mature, healthy, and safe trees first to meet site design requirements on new development, redevelopment, and city improvements projects.

PN3.4 Evaluate the environmental benefits of the urban forest.

PN3.5 Provide new trees with the necessary soil, water, space, and nutrients to grow to maturity, and plant the right size tree where there are conflicts, such as overhead utility wires or sidewalks.

PN3.6 Protect the natural structure and growing condition of trees to minimize necessary maintenance and preserve the long-term health and safety of the urban forest.

(See also PE9.3 in the Economy Chapter, PL3.7 and PL6.11 in the Land Use and Urban Design Chapter, and PT1.5 in the Transportation Chapter.)

Action Description:

The goal of this work program item is to develop and adopt an Urban Forest Management Plan. The Plan would identify a canopy coverage goal for the City of Olympia, and detail how the program is to be managed to meet or exceed that goal. Elements of the Plan may include, but are not limited to: a canopy coverage goal, street tree inventory, program management goals and policies, regulations for trees in city rights-of-ways, revised tree protection standards, and pruning cycles for street trees.

Potential Partners: Washington State Department of Natural Resources Urban & Community Forestry Program, Native Plant Salvage

Timeline for Completion: 1 year

Resource Estimate: \$5 million

Example

Potential Action Items (No Priority Order):

1. Complete a Waterfront Visioning Process

The goal of this work program is to complete a waterfront visioning process with the community. This process was identified in the 1994 Comprehensive Plan, but has not been implemented. This process would help identify a community vision for future waterfront development. Elements under consideration may include: public spaces, scenic views, public access, land uses, building design, building heights, restoration opportunities, water-borne uses, recreation, and public art.

Comprehensive Plan goals and policies that support a Waterfront Visioning Process: GP4, PP4.1, PP4.2, PP4.3, PP4.4, PP4.5, GL20, PL20.1, and PL20.2.

Timeline for Completion: 1 year

Resource Estimate: TBD

2. Adopt “Dark Skies” Code Amendments

The goal of this work program item is to develop and adopt code amendments to regulate nighttime sources of light. “Dark skies” commonly refers to limited nighttime light for the purpose of preserving views of the nighttime sky, and preventing negative health impacts for humans, wildlife, and vegetation. The City's Engineering Development and Design Standards address city infrastructure; however, light sources on private development are not currently regulated to the extent that dark skies promotes.

Comprehensive Plan goals and policies that support dark skies: GN9, PN9.1, and PN9.2.

Timeline for Completion: 1 year

Resource Estimate: TBD

3. Develop an Urban Forest Management Plan

The goal of this work program item is to develop and adopt an Urban Forest Management Plan. The Plan would identify a canopy coverage goal for the City of Olympia, and detail how the program is to be managed to meet or exceed that goal. Elements may include, but are not limited to: a canopy coverage goal, tree inventory, program goals and policies, regulations for city rights-of-ways, tree protection standards, and pruning for city-maintained trees.

Comprehensive Plan goals and policies that support urban forestry: GN3, PN3.1, PN3.2, PN3.3, PN3.4, PN3.5, and PN3.6.

Timeline for Completion: 1 year

Resource Estimate: TBD