

Periodic Update Checklist for Fully-Planning Cities

Overview: This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) conduct the “periodic review and update” of **comprehensive plans** and **development regulations** required by [RCW 36.70A.130 \(4\)](#). This checklist identifies components of comprehensive plans and development regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018).

Statutory changes adopted since 2015 are emphasized in highlighted text to help identify new GMA requirements that may not have been addressed during the last update or through other amendments outside of the required periodic update process.

What’s new: For the 2024-2027 update cycle, Commerce has updated and streamlined periodic update resources including checklists, guidebooks and a [webpage](#) to serve you better. A checklist and guidebook for *partially-planning jurisdictions* will be available prior to their 2026-2027 updates. A separate checklist is available for counties.

2021-2022 Legislative Session:

[HB 1220](#) substantially amends housing-related provisions of the GMA, [RCW 36.70A.070\(2\)](#). Please refer to the following Commerce housing webpages for further information about the new requirements: [Updating GMA Housing Elements](#) and [Planning for Housing](#).

[HB 1241](#) changes the periodic update cycle described in RCW 36.70A.130. Jurisdictions required to complete their update in 2024 now have until December 31, 2024 to finalize their review and submit to Commerce. Jurisdictions required to complete their updates in 2025-2027 are still required to submit prior to June 30th of their respective year. Additionally, jurisdictions that meet the new criteria will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.

[HB 1717](#) adds new requirements in [RCW 36.70A.040](#) and [RCW 36.70A.190](#) regarding tribal participation in planning efforts with local and regional jurisdictions.

[HB 1799](#) adds a new section to the GMA, [RCW 36.70A.142](#), requiring some local governments to begin providing separated organic material collection services within their jurisdictions in order to increase volumes of organic materials collected and delivered to composting and other organic material management facilities.

[SB 5593](#) adds new elements to RCW [36.70A.130\(3\)](#) regarding changes to planning and/or modifying urban growth areas.

City

Staff contact, phone + email

[SB 5818](#) promotes housing construction in cities through amendments to and limiting appeals under the state environmental policy act (SEPA) and the GMA, amending [RCW 36.70A.070\(2\)](#).

Local governments should review local comprehensive plan policies, countywide planning policies and multicounty planning policies (where applicable) to be consistent with the new requirements.

Checklist Instructions

With the most recent versions of your comprehensive plan and development regulations in hand, fill out each item in the checklist, answering the following questions:

Is this item addressed in your current plan or development regulations? If YES, fill in the form with citation(s) to where in the plan or regulation the item is addressed. Where possible, we recommend citing policy or goal numbers by element rather than page numbers, since these can change. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, visit the Commerce [Periodic Update webpage](#) or contact the [Commerce planner assigned to your region](#).

Is amendment needed to meet current statute? Check YES to indicate a change to your plan will be needed. Check NO to indicate that the GMA requirement has already been met. Local updates may not be needed if the statute hasn't changed since your previous update, if your jurisdiction has kept current with required inventories, or if there haven't been many changes in local circumstances.

Use the "Notes" column to add additional information to note where your city may elect to work on or amend sections of your plan or development regulations, to call out sections that are not strictly required by the GMA, or to indicate if the item is not applicable to your jurisdiction.

Submit your checklist! This will be the first deliverable under your periodic update grant.

PlanView system and instructions: Completed checklists can be submitted through Commerce's PlanView portal. The PlanView system allows cities and counties to submit and track amendments to comprehensive plans or development regulations online, with or without a user account. You can also submit via email: reviewteam@commerce.wa.gov Fill out and attach a [cover sheet](#), a copy of your submittal and this checklist. *Please be advised that Commerce is no longer accepting paper submittals.*

For further information about the submittal process please visit Commerce's [Requirements and procedures for providing notice to the state](#) webpage.

Need help?

Please visit Commerce's [periodic update webpage](#) for additional resources

or contact:

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Checklist Navigation

(Ctrl + Click each element)

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Section I: Comprehensive Plan Elements

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
Land Use Element Consistent with countywide planning policies (CWPPs) and RCW 36.70A.070(1)			
New 2021-2022 legislation ESSB 5593 : changes to RCW 36.70A.130 regarding UGA size, patterns of development, suitability and infrastructure. Coordinate these efforts with your county	No	Yes	Information about development patterns within the UGA and pressures on available, developable land, infrastructure, and services should be included in the Land Use element, and must be coordinated with King County.
a. The element integrates relevant county-wide planning policies into the local planning process, and ensures local goals and policies are consistent. For jurisdictions in the central Puget Sound region, the plan is consistent with applicable multicounty planning policies. RCW 36.70A.210 WAC 365-196-305 Coordinate these efforts with your county	Yes, Policy H-1.2 (pg. 42), Policy LU-8.1 (pg. 27), Policy H-3 10 (pg. 44), Policy CF-1 4 (pg. 61), Policy U-2 1 (pg. 80)	Yes	King County is updating its Comprehensive Plan and Countywide Planning Policies. Revisions required as needed to meet revised CPPs.
b. A future land use map showing city limits and UGA boundaries. RCW 36.70A.070(1) and RCW 36.70A.110(6) WAC 365-196-400(2)(d) , WAC 365-196-405(2)(i)(ii)	Yes, Fig. 1.2 Comprehensive Plan Land Use Map (pg. 23)	No	The Map should be reviewed to identify areas that should be reassessed based on recent planning projects, development patterns, and legislative changes.
c. Consideration of urban planning approaches that increase physical activity. RCW 36.70A.070(1) and WAC 365-196-405(2)(j) . Additional resources: Transportation Efficient Communities , The Washington State Plan for Healthy Communities , Active Community Environment Toolkit	Yes	No	Lake Forest Park has nonmotorized resources. Consider updates to reflect the Safe Streets, Safe Highways plan.
d. A consistent population projection throughout the plan which should be consistent with the county's sub-county allocation of that forecast and housing needs. RCW 36.70A.115 , RCW 43.62.035 and	Yes, Growth Targets, Forecasted Growth, Who are We (pg. 103, 118,	Yes	Updated growth allocations must be incorporated into the plan.

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<p>WAC 365-196-405(f)</p>	<p>141)</p>		
<p>e. Estimates of population densities and building intensities based on future land uses and housing needs. RCW 36.70A.070(1), WAC 365-196-405(2)(i)</p> <ul style="list-style-type: none"> For cities required to plan under the Buildable Lands Program, RCW 36.70A.215 amended in 2017, some jurisdictions may need to identify reasonable measures to reconcile inconsistencies. See Commerce’s Buildable Lands Program page. 	<p>No, Forecasted Growth and Comprehensive Land Use Map (pg. 26, 141, 142, 143)</p>	<p>Yes</p>	<p>The plan identified forecasted growth but include more robust guidance that supports the comprehensive land use map detailing where these population densities and building intensities will be located. Policies, Goals, and implementation actions are needed.</p>
<p>f. Provisions for protection of the quality and quantity of groundwater used for public water supplies. RCW 36.70A.070(1); WAC 365-196-405(1)(c); WAC 365-196-485(1)(d)</p>	<p>Yes, Environmental Quality & Shorelines Section, Groundwater, Steep Slope and Landslide Hazards, (pg. 109, 114, 115)</p>	<p>No</p>	<p>Update as needed.</p>
<p>g. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, storm water management facilities, recreation, schools, and other public uses. RCW 36.70A.150 and WAC 365-196-340</p>	<p>Yes, Table II.11 City-provided facilities (pg. 162)</p>	<p>No</p>	<p>Reconsider the need for lands useful for public purposes and update as necessary.</p>
<p>h. Identification of open space corridors within and between urban growth areas, including lands useful for recreation, wildlife habitat, trails, and connection of critical areas. RCW 36.70A.160 and WAC 365-196-335</p>	<p>Yes, trails blurb (pg. 169); Parks, Trails, & Open Space (pg. 179); Policy PT-4.2</p>	<p>No</p>	<p>Parks plan should be reviewed to include any new assets or amenities.</p>

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<p>i. If there is an airport within or adjacent to the city: policies, land use designations (and zoning) to discourage the siting of incompatible uses adjacent to general aviation airports. RCW 36.70A.510, RCW 36.70.547</p> <p>Note: The plan (and associated regulations) must be filed with the Aviation Division of WSDOT. WAC 365-196-455</p>	No	No	Kenmore Air Harbor is a public-use seaplane base at the northern end of Lake Washington and 1 mi south of the central business district of Kenmore, Washington. It primarily serves western Washington and parts of southwestern British Columbia. The base is primarily used by regional seaplane airline Kenmore Air. The airport is a sea harbor and the surrounding zoning nearest to Lake Washington is low density residential with no commercial in vicinity.
<p>j. Where applicable, a review of drainage, flooding, and stormwater 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. RCW 36.70A.070(1) and WAC 365-196-405(2)(e)</p> <p>Note: RCW 90.56.010(27) defines waters of the state.</p> <p>Additional resources: Protect Puget Sound Watersheds, Building Cities in the Rain, Ecology Stormwater Manuals, Puget Sound Partnership Action Agenda</p>	<p>Yes,</p> <p>Comp plan details: Surface Water, Table II City provided facilities, Drainage, Streams and Surface Water Drainage (pg. 113, 162, 165, 190, 191).</p> <p>Policies: Policy LU-3.6, Policy EQ-3.6, Policy CF-1.2, Policy CF-4.5, Policy CF-4.9</p>	No	Update as needed.
<p>k. Policies to designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. In developing these policies, the city must have included the best available science (BAS) to protect the functions and values of critical areas, and give "special consideration" to</p>	<p>Yes,</p> <p>Goal EQ-4 Hazard Mitigation Policy EQ-1.1, Policy EQ-3.2, Policy PT-4.1, Policy EQ-4.3, Policy EQ-8.4, Policy EQ-9.1 Policy EQ-9.2</p>	No	Update as needed.

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<p>conservation or protection measures necessary to preserve or enhance anadromous fisheries.</p> <p>RCW 36.70A.030(6), RCW 36.70A.172, WAC 365-190-080</p> <p>Best Available Science: see WAC 365-195-900 through -925</p>	<p>Policy EQ-9.3 Policy PT-4.1</p>		
<p>l. If forest or agricultural lands of long-term commercial significance are designated inside city: a program authorizing Transfer (or Purchase) of Development Rights. RCW 36.70A.060(4), RCW 36.70A.170</p>	<p>No</p>	<p>No</p>	<p>There are no forest or agricultural lands of long-term commercial significance designated inside Lake Forest Park.</p>
<p>m. If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: policies, land use designations, (and consistent zoning) to discourage the siting of incompatible uses adjacent to military bases. RCW 36.70A.530(3), WAC 365-196-475</p>	<p>No</p>	<p>No</p>	<p>No Military Base is located within the city of Forest Park or adjacent to the jurisdiction. Nearest base is US Army reserves in Bothell.</p>
<p>n. New section RCW 36.70A.142; new 2021-2022 legislation HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting must meet criteria described in RCW 70A.205.040(3)</p> <p>See also RCW 36.70.330. For applicability, see RCW 70A.205.540</p>	<p>No</p>	<p>Yes</p>	<p>Comprehensive plan update will need to include policies and section in code regulations detailing the siting of organic materials management facilities with criteria set forth in RCW 70A.205.040.</p>

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Housing Element

In the 2021 legislative session, HB 1220 substantially amended the housing-related provisions of the Growth Management Act (GMA), RCW 36.70A.070 (2). Local governments should review local comprehensive plan policies and countywide planning policies to be consistent with the updated requirements. Please refer to Commerce’s housing webpages for further information about the new requirements:

Updating GMA Housing Elements and Planning for Housing

<p>a. Goals, policies, and objectives for the preservation, improvement, and development of housing. RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a)</p>	<p>Yes, Housing Goals & Policies (pg. 41- 50): Goal H-1 Housing Supply and Diversity, Goal H-2 Neighborhood Character, Goal H-3 Housing Affordability, Policy H-1.2, Policy H-1.3, Policy H-1.4, Policy H-2.4, Policy H-3.1, Policy H-3.2, Policy H-3.4</p>	<p>No</p>	<p>Update Goals and Policies as needed.</p>
<p>b. Within an urban growth area boundary, consideration of duplexes, triplexes, and townhomes. RCW 36.70A.070(2)(c) amended in 2021, WAC 365-196-300</p>	<p>No, Policy H-1.8</p>	<p>Yes</p>	<p>The policy supports flexibility in zoning that responds to the diverse needs of a range of household sizes, incomes, and ages. Update should respond to new legislative requirements for duplexes in residential zones, ADUs, and middle housing. Consider amending regulations to encourage more accessory dwelling units, duplexes, townhouses, and other types of housing. Currently there is no mention of triplexes or within the urban growth boundary.</p>
<p>c. Consideration of housing locations in relation to employment locations and the role of ADUs.</p>	<p>No, Policy H-1.8</p>	<p>Yes</p>	<p>The policies listed do not have specific detail providing housing in relation to employment locations.</p>

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<p>RCW 36.70A.070(2)(d) amended in 2021</p>	<p>Policy H-3.5 Policy H-3.4</p>		
<p>d. An inventory and analysis of existing and projected housing needs over the planning period, by income band, consistent with the jurisdiction’s share of housing need, as provided by Commerce. RCW 36.70A.070(2)(a) amended in 2021, WAC 365-196-410(2)(b) and (c)</p>	<p>Yes, Housing Chapter (pg. 122-127) Land Use Chapter (pg. 103)</p>	<p>Yes</p>	<p>Updates are needed to address growth allocations by income band.</p>
<p>e. Identification of capacity of land for housing including, but not limited to, government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing. RCW 36.70A.070(2)(c) amended in 2021, WAC 365-196-410(e) and (f)</p>	<p>Yes, Land Use Chapter (pg. 104) Housing Chapter (pg. 118-127)</p>	<p>Yes</p>	<p>Updates are needed to address growth allocations by income band. Land capacity analysis will need to address government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing, and within an urban growth area boundary, consideration of duplexes, triplexes, and townhomes.</p>
<p>f. Adequate provisions for existing and projected housing needs for all economic segments of the community. RCW 36.70A.070(2)(d) amended in 2021, WAC 365-196-010(g)(ii), WAC 365-196-300(f), WAC 365-196-410 and see Commerce’s Housing Action Plan (HAP) guidance: Guidance for Developing a Housing Action Plan</p>	<p>Yes, Land Use Chapter (pg. 104) Housing Chapter (pg. 118-127)</p>	<p>Yes</p>	<p>Updates are needed to incorporate considerations for low, very low, extremely low, and moderate-income households; document programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations; consider housing locations in relation to employment location; and consider the role of ADUs to meet housing needs.</p>
<p>g. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including:</p> <ul style="list-style-type: none"> • Zoning that may have a discriminatory effect; • Disinvestment; and 	<p>No</p>	<p>Yes</p>	<p>Perform a racially disparate impact analysis on the Comprehensive Plan as elements are updated. Consider discriminatory zoning, disinvestment, and infrastructure availability.</p>

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<ul style="list-style-type: none"> • Infrastructure availability <p>RCW 36.70A.070(e) new in 2021</p>			
<p>h. Establish policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions.</p> <p>RCW 36.70A.070(2)(f) new in 2021</p>	No	Yes	Make updates as necessary to address findings of racially disparate impact analysis.
<p>i. Identification of areas that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and capital investments.¹</p> <p>RCW 36.70A.070(2)(g) new in 2021</p> <p>Establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing. RCW 36.70A.070(2)(h) new in 2021</p>	No	Yes	Perform displacement risk analysis. Where appropriate, create implementation plans to address displacement risk including strategies to implement anti-displacement policies to preserve historical and cultural communities, make public investments in lower-income areas, consider equitable development initiatives, implement inclusionary zoning policies, etc.

¹ This work should identify areas where anti-displacement tools may be applied, but may not need to be in the comprehensive plan. See Commerce’s housing guidance: [Updating GMA Housing Elements - Washington State Department of Commerce](#)

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<h3>Capital Facilities Plan (CFP) Element</h3> <p>To serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc. including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from park and recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and RCW 36.70A.070(3), and include:</p>			
a. Policies or procedures to ensure capital budget decisions are in conformity with the comprehensive plan. RCW 36.70A.120	No	Yes	Work to create policies or procedures that detail process to ensure capital budget decisions are in conformity with the comprehensive plan.
b. An inventory of existing capital facilities owned by public entities. RCW 36.70A.070(3)(a) and WAC 365-196-415(1)(a)	Yes, Capital Facilities Chapter (pg. 162-177)	Yes	Update list as needed to ensure accuracy.
c. A forecast of needed capital facilities. RCW 36.70A.070(3)(b) and WAC 365-196-415(1)(b) Note: The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period.	No, Capital Facilities Chapter (pg. 162-177)	Yes	Many references do not fully show the forecasted needs. Updates should include a table overview of based on current level of service and population projections.
d. Proposed locations and capacities of expanded or new capital facilities. RCW 36.70A.070(3)(c) and WAC 365-196-415 (1)(c) and (3)(c)²	Yes, Capital Facilities Chapter (pg. 162-177)	Yes	Update capital facilities plan.

² Infrastructure investments should consider equity and plan for any potential displacement impacts.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
e. A six-year plan (at least) that will finance such capital facilities within projected funding capacities and identify sources of public money to finance planned capital facilities. RCW 36.70A.070(3)(d) , RCW 36.70A.120 , WAC 365-196-415(1)(d)	Yes, Capital Facilities Chapter (pg. 162-177)	Yes	Update capital facilities plan.
f. A policy or procedure to reassess the Land Use Element if probable funding falls short of meeting existing needs. RCW 36.70A.070(3)(e) WAC 365-196-415(2)(d) Note: park and recreation facilities shall be included in the capital facilities plan element	Yes, Capital Facilities Chapter (pg. 162-177)	No	Consider outlining strategy for projects that cannot be completed due to funding shortfall.
g. If impact fees are collected: identification of public facilities on which money is to be spent. RCW 82.02.050(5) and WAC 365-196-850(3)	No, Policy CF-3.3	Yes	Identify facilities on which impact fees will be spent.

Utilities Element

Consistent with relevant CWPPs and RCW 36.70A.070(4). Utilities include, but are not limited to: sanitary sewer systems, water lines, fire suppression, electrical lines, telecommunication lines, and natural gas lines.

The general location, proposed location and capacity of all existing and proposed utilities. RCW 36.70A.070(4) and WAC 365-196-420	No, Utility Chapter (pages 185-193)	Yes	The general location, proposed location and capacity of all existing and proposed utilities are not detailed and missing from the comprehensive plan. No details to capacity or maps indicating utilities service or proposed locations for additional services.
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	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
Transportation Element			
Consistent with relevant CWPPs and RCW 36.70A.070(6)			
a. An inventory of air, water, and ground transportation facilities and services, including transit alignments, state-owned transportation facilities, and general aviation airports. RCW 36.70A.070(6)(a)(iii)(A) and WAC 365-196-430(2)(c) .	Yes, Transportation Chapter (pg. 195- 206)	Yes	There are no air or water facilities to detail. Update ground transportation facilities and services.
b. Adopted levels of service (LOS) standards for all arterials, transit routes and highways. RCW 36.70A.070(6)(a)(iii)(B) and (C) , WAC 365-196-430	No, Transportation Chapter (pg. 195- 206)	Yes	LOS information should be updated and reflected in the Comprehensive Plan. Nonmotorized LOS should be reviewed.
c. Identification of specific actions to bring locally-owned transportation facilities and services to established LOS. RCW 36.70A.070(6)(a)(iii)(D) , WAC 365-196-430	Yes, Transportation Chapter	Yes	Review TIP and update as needed.
d. A forecast of traffic for at least 10 years including land use assumptions used in estimating travel. RCW 36.70A.070(6)(a)(i) , RCW 36.70A.070(6)(a)(iii)(E) , WAC 365-196-430(2)(f)	Yes, Transportation Chapter (pg. 196- 199)	Yes	Update traffic forecast.
e. A projection of state and local system needs to meet current and future demand. RCW 36.70A.070(6)(a)(iii)(F) and WAC 365-196-430(1)(c)(vi)	Yes, Transportation Chapter (pg. 195- 206)	Yes	Update system needs projections.
f. A 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. RCW 36.70A.070(6)(a)(vii) , WAC 365-196-430(2)(j)	Yes, Transportation Chapter (pg. 195- 206)	No	Update as needed.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
g. A description of any existing and planned transportation demand management (TDM) strategies, such as HOV lanes or subsidy programs, parking policies RCW 36.70A.070(6)(a)(vi) and WAC 365-196-430(2)(i)(i)	No, Transportation Chapter (pg. 195- 206)	Yes	Review potential TDM strategies and determine which, if any, can be implemented in LFP. BRT should be referenced.
h. An analysis of future funding capability to judge needs against probable funding resources. RCW 36.70A.070(6)(a)(iv)(A) , WAC 365.196-430(2)(k)(iv)	Yes, Transportation Chapter Table II.42 Table II.41 (pg. 203)	Yes	Additional analysis could be performed, such as a matrix to document potential grant opportunities.
i. A multi-year financing plan based on needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the 6-year street, road or transit program. RCW 36.70A.070(6)(a)(iv)(B) and RCW 35.77.010 , WAC 365-196-430(2)(k)(ii)	Yes, Transportation Improvement Program	Yes	Review and update TIP as needed to reflect changes in analysis, needs, and forecasts.
j. If probable funding falls short of meeting identified needs: a discussion of how additional funds will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met. RCW 36.70A.070(6)(a)(iv)(C) , WAC 365-196-430(2)(l)(iii)	No	Yes	Updates are needed to ensure that the policy and strategies are in place to ensure levels of standards are met if funding falls short.
k. A description of intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions and how it is consistent with the regional transportation plan. RCW 36.70A.070(6)(a)(v) ; WAC 365-196-430(1)(e) and 430(2)(a)(iii)	No	Yes	Updates are needed to ensure intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<h2 style="margin: 0;">Shoreline</h2> <p style="margin: 0;">For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 are added as one of the goals of the Growth Management Act (GMA) as set forth in RCW 36.70A.480. The goals and policies of a shoreline master program for a county or city approved under RCW 90.58 shall be considered an element of the county or city's comprehensive plan.</p>			
<p>a. The policies, goals, and provisions of RCW 90.58 and applicable guidelines shall be the sole basis for determining compliance of a shoreline master program with this chapter except as the shoreline master program is required to comply with the internal consistency provisions of RCW 36.70A.070, 36.70A.040(4), 35.63.125, 35A.63.105, 36.70A.480</p>	<p>Yes, Policy LU-2.1 Shoreline Master Plan (2013)-</p>	<p>No</p>	<p>Shoreline master plan was updated in 2019.</p>
<p>b. Shoreline master programs shall provide a level of protection to critical areas located within shorelines of the state that assures no net loss of shoreline ecological functions necessary to sustain shoreline natural resources as defined by department of ecology guidelines adopted pursuant to RCW 90.58.060.</p>	<p>Yes, Shoreline Master Plan (2019)- Policy 4.2.2 (p51), Policy 4.7.3 (p55), Policy 5.5.5 (p65), Policy 6.4.1 (p70) Regulations(H) (p70); 370 Streams – Mitigation requirements (pg. 174), Restoration Plan (pg. 196)</p>	<p>No</p>	<p>Shoreline master plan was updated in 2019. Update references and provide more details of the most recent update to the SMP.</p>
<p>c. Shorelines of the state shall not be considered critical areas under this chapter except to the extent that specific areas located within shorelines of the state qualify for critical area designation based on the definition of critical areas provided by RCW 36.70A.030(5) and have been designated as such by a local government pursuant to RCW 36.70A.060(2)</p>	<p>Yes, Shoreline Master Plan (2019)- B-2.3.2 (p182) B-4.3 Critical Areas Regulations (p186) Table B-1. (p194) B-7.5 (p199)</p>	<p>No</p>	<p>Shoreline master plan was updated in 2019. Update references and provide more details of the most recent update to the SMP.</p>

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
d. If a local jurisdiction's master program does not include land necessary for buffers for critical areas that occur within shorelines of the state, as authorized by RCW 90.58.030(2)(f) , then the local jurisdiction shall continue to regulate those critical areas and their required buffers pursuant to RCW 36.70A.060(2) .	Yes, Shoreline Master Plan (2019)- Policy 4.8.3 (p56) Policy 5.3.6 (p59) Policy 6.8.2 (p86) Policy 6.8.3 (p86) Regulations (p88) Policy 7.11.2 (p99) Policy 7.11.3 (p99) Applicability (p150) Mitigation sequencing (p160) Wetlands – Development standards (p165)	No	

Provisions for siting essential public facilities (EPFs)

Consistent with CWPPs and [RCW 36.70A.200](#), amended 2021. This section can be included in the Capital Facilities Element, Land Use Element or in its own element. Sometimes the identification and siting process for EPFs is part of the CWPPs.

a. A process or criteria for identifying and siting essential public facilities (EPFs). RCW 36.70A.200 and WAC 365-196-550(1) Notes: RCW 36.70A.200, amended 2021 regarding reentry and rehabilitation facilities. EPFs are defined in RCW 36.70A.200 . Regional transit authority facilities are included in the list of essential public facilities.	No	Yes	Add policy to reference EPF siting criteria.
b. Policies or procedures that ensure the comprehensive plan does not preclude the siting of EPFs. RCW 36.70A.200(5) Note: If the EPF siting process is in the CWPPs, this policy may be contained in the comprehensive plan as well. WAC 365-196-550(3)	Yes, Policy LU-6.2 (pg. 26)	No	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
Tribal Participation in Planning <i>new in 2022</i> (see HB 1717) A federally recognized Indian tribe may voluntarily choose to participate in the local and regional planning processes.			
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. RCW 36.70A.040(8)(a) <i>new in 2022</i> , RCW 36.70A.190 <i>new in 2022</i>	No	Yes	Reach out to tribes during public engagement to determine interest in collaborating/participating in the planning process. Execute an MOA.
b. <i>Port elements</i> , if adopted, are developed collaboratively between the city, the applicable port and the applicable tribe(s), which shall comply with RCW 36.70A.040(8) . RCW 36.70A.085 <i>amended in 2022</i>	No	No	There is no port in Lake Forest Park.
c. <i>Urban Growth Areas</i> : counties and cities coordinate planning efforts for any areas planned for urban growth with applicable tribe(s). RCW 36.70A.110(1) <i>amended 2022</i> , RCW 36.70A.040(8)	No	Yes	This will be addressed in the MOA.

Future required elements: pending state funding

As of 2022, these elements have not received state funding to aid local jurisdictions in implementation. Therefore, these elements are not required to be added to comprehensive plans at this time. Commerce encourages jurisdictions to begin planning for these elements, pending the future mandate.

	In Current Plan? Yes/No If yes, cite section	Notes
<p>Economic Development</p> <p>Although included in RCW 36.70A.070 “mandatory elements” an economic development element is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements. RCW 36.70A.070(7) amended 2017</p>	<p>Yes, Economic Development Chapter & Associated Policies</p>	<p>Review policies and information to update as needed.</p>
<p>Parks and Recreation</p> <p>Although included in RCW 36.70A.070 “mandatory elements” a parks and recreation element is not required because the state did not provide funding to assist in developing local elements when this provision was added to the GMA. However, park, recreation, and open space planning are GMA goals, and it is important to plan for and fund these facilities. RCW 36.70A.070(8)</p>	<p>Yes, Parks, Recreation, and Open Space Chapter, Associated policies.</p>	<p>Review policies and information to update as needed.</p>

Optional Elements

Pursuant to [RCW 36.70A.080](#), a comprehensive plan may include additional elements, items, or studies dealing with other subjects relating to the physical development within its jurisdiction, including, but not limited to:

	In Current Plan? Yes/No If yes, cite section	Notes
<p>Climate Change Mitigation & Resilience As of 2022, this optional element has not yet received state funding to aid local jurisdictions in implementation. Please visit Commerce’s Climate Program page for resources and assistance if interested in developing climate mitigation and resilience plans for your jurisdiction.</p>	No	Climate mitigation is not included, this will be considered in the update.
<p>Sub-Area Plans</p>	No	Southern Gateway and Town Center Plans are not adopted as chapters in the Comprehensive Plan.
<p>Community Services & Public Safety</p>	Yes	Review policies and information to update as needed.

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. All plan elements must be consistent with relevant county-wide planning policies (CWPPs) and, where applicable, multi-county planning policies (MPPs), and the GMA. RCW 36.70A.100 and 210 , WAC 365-196-305 ; 400(2)(c) ; 510 and 520	Yes, Comp Plan Introduction Regional Planning Statement	Yes	Review King County CPPs and update if needed.
b. All plan elements must be consistent with each other. RCW 36.70A.070 (preamble) and WAC 365-197-040	Yes, Comp Plan Goals & Policies introduction	Yes	Verify internal consistency during update process.
c. The plan must be coordinated with the plans of adjacent jurisdictions. RCW 36.70A.100 and WAC 365-196-520	Yes, Comp Plan Introduction Regional Planning Statement Policy LU-8.2 Goal LU-9 Regional Issues. Policy EQ-3.3 Policy EQ-3.9 Policy EQ-5.4 Policy H-3.9 Policy ED-2.1 Policy ED-4.3 Policy CS-1.6 Policy CF-1.5 Policy T-1.7 Policy T-2.2 Goal T-3 Policy T-3.2	No	

Public Participation

a. Plan ensures public participation in the comprehensive planning process. RCW 36.70A.020(11) , .035 , and .140 , WAC 365-196-600(3) provide possible public participation	Yes, Comp Plan introduction, Public Participation	Yes	Document public participation plan and outcomes used for the 2024 update.
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Consistency is required by the GMA

choices.			
<p>b. If the process for making amendments is included in the comprehensive plan:</p> <ul style="list-style-type: none"> The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in RCW 36.70A.130(2), WAC365-196-640 The plan sets out a procedure for adopting emergency amendments and defines emergency. RCW 36.70A.130(2)(b) and RCW 36.70A.390, WAC 365-196-650(4) 	No	No	The process for making amendments is included within the municipal code (See Chapter 18.01).
<p>c. Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comp plan’s goals and the goals of the GMA. WAC 365-196-660 discusses a potential review of growth management implementation on a systematic basis.</p> <p>New 2021-2022 legislation HB 1241 provides that those jurisdictions with a periodic update due in 2024 have until December 31, 2024 to submit. The legislation also changed the update cycle to every ten years after the 2024-2027 cycle. Jurisdictions that meet the new criteria described in RCW 36.70A.130(9) will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.</p>	No	Yes	There is not a documented monitoring plan or similar mechanism written in the plan. This is something that will be included within the update.
<p>d. Considerations for preserving property rights. Local governments must evaluate proposed regulatory or administrative actions to assure that</p>	No, Policy EQ-9.8	Yes	Review 2018 Advisory Memo and adopt new policies if needed.

Consistency is required by the GMA

such actions do not result in an unconstitutional taking of private property. [RCW 36.70A.370](#). For further guidance see the [2018 Advisory Memo on the Unconstitutional Taking of Private Property](#)

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Section II: Development Regulations

Must be consistent with and implement the comprehensive plan. [RCW 36.70A.040](#), [WAC 365-196-800](#) and [810](#)

Critical Areas

Regulations protecting critical areas are required by [RCW 36.70A.060\(2\)](#), [RCW 36.70A.172\(1\)](#), [WAC 365-190-080](#) and [WAC 365-195-900 through 925](#).

Please visit Commerce’s [Critical Areas webpage](#) for resources and to complete the [Critical Areas Checklist](#). Critical areas regulations must be reviewed and updated, as necessary, to incorporate legislative changes and best available science. Jurisdictions using periodic update grant funds to update critical areas regulations must submit the critical areas checklist as a first deliverable, in addition to this periodic update checklist.

Zoning Code

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Zoning designations are consistent and implement land use designations that accommodate future housing needs by income bracket as allocated through the countywide planning process (RCW 36.70A.070(2)(c) - Amended in 2021 with HB 1220)	Yes	No	Housing in a variety of configurations is authorized in the LFPMC. Updates may be appropriate to address duplexes in residential zones, middle housing, and accessory dwelling units.
b. Permanent supportive housing or transitional housing must be allowed where residences and hotels are allowed. RCW 36.70A.390 New in 2021, (HB 1220 sections 3-5) “permanent supportive housing” is defined in RCW 36.70A.030 ; “transitional housing” is defined in RCW 84.36.043(2)(c)	No	Yes	Assisted housing is a defined use 18.08.107 which is most like permanent supportive housing. This use is not approved in most all zones except town center zone. It is permitted by right. This use is not permitted by conditional use permit in other zones. There is no defined use that falls in line with transitional housing. Code updates should be considered to better clarify definitions and meet this requirement.
c. Indoor emergency shelters and indoor emergency housing shall be allowed in any zones in which hotels are allowed, except in cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within one-mile of transit. Indoor emergency housing must be allowed in areas with hotels. RCW 35A.21.430 amended in 2021, RCW 35.21.683 , amended in 2021, (HB 1220 sections 3-5)	No	Yes	Lake Forest Park Zoning code does not include the defined use of emergency housing or emergency shelters. This may be a use that needs to be defined and authorized in the LFPMC.

<p>“emergency housing” is defined in RCW 84.36.043(2)(b)</p>			
<p>d. The number of unrelated persons that occupy a household or dwelling unit except as provided in state law, for short term rentals, or occupant load per square foot shall not be regulated or limited by cities. (HB 5235), RCW 35.21.682 new in 2021, RCW 35A.21.314 new in 2022, RCW 36.01.227 new in 2021</p>	<p>Yes, 18.08.290 Dwelling, single-family 18.08.300 Dwelling unit. 18.50.050 Accessory dwelling units (H). 18.08.040 Adult family home</p>	<p>No</p>	<p>Adult family home limits four adults who are not related by blood or marriage to the person or persons providing the services; except that a maximum of six adults may be permitted if the Washington State Department of Social and Health Services determines that the home and provider are capable of meeting the standards provided for by law. Otherwise Lake Forest Park (LFP) Municipal code limits the use of dwelling units to be designed for and occupied by one family.</p>
<p>e. Limitations on the amount of parking local governments can require for low-income, senior, disabled and market-rate housing units located near high-quality transit service. RCW 36.70A.620 amended in 2020 and RCW 36.70A.600 amended in 2019</p>	<p>Yes, 18.58.030 Parking spaces required (4)(18),</p>	<p>NO</p>	<p>Parking standards may be reevaluated, but the parking required is not over 1 parking stall per unit.</p>
<p>f. Family day care providers are allowed in all residential dwellings located in areas zoned for residential or commercial RCW 36.70A.450. Review RCW 43.216.010 for definition of family day care provider and WAC 365-196-865 for more information.</p>	<p>Yes, 18.50.045 18.54.043 18.47.020 18.42.020</p>	<p>No</p>	<p>LFPMC specifies two types of day care operations. Type 1 Day cares/adult day care are allowed in residential zones except multi-family zones, when 12 children or fewer children are being cared for. When it is more than 12 children or adults then it requires a conditional use permit application.</p>
<p>g. Manufactured housing is regulated the same as site built housing. RCW 35.21.684 amended in 2019, RCW 35.63.160, RCW 35A.21.312 amended in 2019 and RCW 36.01.225 amended in 2019. A local government may require that manufactured homes: (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood, but may not discriminate against consumer choice in housing. See: National Manufactured Housing Construction and Safety Standards Act of 1974</p>	<p>Yes, 18.16.010 18.18.010 18.20.010 18.21.010 18.22.010 18.24.020 18.26.020</p>	<p>No</p>	<p>Manufactured homes are permitted in residential zones. They are limited in high density multifamily zone.</p>

<p>h. Accessory dwelling units: cities (and counties) must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations and other official controls the requirements of RCW 36.70A.698 amended in 2021. Review RCW 36.70A.696 amended in 2021 through 699 and RCW 43.63A.215(3)</p> <p>Watch for new guidance from Commerce on the Planning for Housing webpage.</p>	<p>Yes, 18.16.010 18.18.010 18.20.010 18.50.050 (G)</p>	<p>No</p>	<p>Standards are met.</p>
<p>i. Residential structures occupied by persons with handicaps, and group care for children that meets the definition of “familial status” are regulated the same as a similar residential structure occupied by a family or other unrelated individuals. No city or county planning under the GMA may enact or maintain ordinances, development regulations, or administrative practices which treat a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals.</p> <p>RCW 36.70A.410, RCW 70.128.140 and 150, RCW 49.60.222-225 and WAC 365-196-860</p>	<p>No</p>	<p>No</p>	<p>No details could be found that residential structures are treated differently by persons with handicaps.</p>

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>j. Affordable housing programs enacted or expanded under RCW 36.70A.540 amended in 2022 comply with the requirements of this section. Examples of such programs may include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed-use projects. WAC 365-196-300</p> <p>See also RCW 36.70A.545 and WAC 365-196-410(2)(e)(i)</p> <p>“affordable housing” is defined in RCW 84.14.010</p> <p>Review RCW 36.70A.620 amended in 2020 for minimum residential parking requirements</p>	<p>Yes, 3.23.020 (B), (C), (K), 3.23.030 (A)(2), (3)(b), (B)(2), 3.23.040(A), 3.23.050 (A),</p>	<p>No</p>	
<p>k. Limitations on regulating: outdoor encampments, safe parking efforts, indoor overnight shelters and temporary small houses on property owned or controlled by a religious organization. RCW 36.01.290 amended in 2020</p>	<p>No</p>	<p>No</p>	<p>These uses are not currently regulated.</p>
<p>l. Regulations discourage incompatible uses around general aviation airports. RCW 36.70.547 and WAC 365-196-455. Incompatible uses include: high population intensity uses such as schools, community centers, tall structures, and hazardous wildlife attractants such as solid waste disposal sites, wastewater or stormwater treatment facilities, or stockyards. For more guidance, see WSDOT’s Aviation Land Use Compatibility Program.</p>	<p>No</p>	<p>No</p>	<p>Not applicable.</p>

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
m. If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, zoning should discourage the siting of incompatible uses adjacent to military base. RCW 36.70A.530(3) and WAC 365-196-475 . Visit Military One Source to locate any bases in your area and help make determination of applicability. If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.	No	No	Not applicable.
n. Electric vehicle infrastructure (jurisdiction specified: adjacent to Interstates 5, 90, 405 or state route 520 and other criteria) must be allowed as a use in all areas except those zoned for residential, resource use or critical areas. RCW 36.70A.695	Yes, 18.08.302 18.08.304 18.42.020	No	This requirement is not applicable. However, Lake Forest Park has adopted municipal codes defining electric vehicle infrastructure and allows vehicle charging stations in the town center zoning district.
Shoreline Master Program			
Consistent with RCW 90.58 Shoreline Management Act of 1971			
a. Zoning designations are consistent with Shoreline Master Program (SMP) environmental designations. RCW 36.70A.480	Yes, LFPMC 16.18, 16.16, 16.26.030, 18.48.030, 18.50.030	No	Zoning along the shoreline is Single family residential, which implements the shoreline designation in the SMP. Regulations have been adopted for development in the shoreline.
b. If updated to meet RCW 36.70A.480 (2010), SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. RCW 36.70A.480(4) and RCW 90.58.090(4) See Ecology's shoreline planners' toolbox for the SMP Checklist and other resources and Ecology's Shoreline Master Programs Handbook webpage	Yes, LFPMC 16.16.330, 16.16.350, 16.16.355.	No	

Resource Lands

Defined in [RCW 36.70A.030\(3\), \(12\) and \(17\)](#) and consistent with [RCW 36.70A.060](#) and [RCW 36.70A.170](#)

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Zoning is consistent with natural resource lands designations in the comprehensive plan and conserves natural resource lands. RCW 36.70A.060(3) , WAC 365-196-815 and WAC 365-190-020(6) . Consider innovative zoning techniques to conserve agricultural lands of long-term significance RCW 36.70A.177(2) . See also WAC 365-196-815(3) for examples of innovative zoning techniques.	N/A	N/A	There are no designated natural resource lands in City of Lake Forest Park.
b. Regulations to assure that use of lands adjacent to natural resource lands does not interfere with natural resource production. RCW 36.70A.060(1)(a) and WAC 365-190-040 Regulations require notice on all development permits and plats within 500 feet of designated natural resource lands that the property is within or near a designated natural resource land on which a variety of commercial activities may occur that are regulations to implement comprehensive plan	N/A	N/A	There are no designated natural resource lands in City of Lake Forest Park.
c. For designated agricultural land, regulations encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes. Accessory uses should be located, designed and operated to support the continuation of agricultural uses. RCW 36.70A.177(3)(b)	N/A	N/A	There are no designated natural resource lands in City of Lake Forest Park.
d. Designate mineral lands and associated regulations as required by RCW 36.70A.131 and WAC 365-190-040(5) . For more information review the WA State Dept. of Natural Resources (DNR)'s Geology Division site	N/A	N/A	There are no designated natural resource lands in City of Lake Forest Park.

Siting Essential Public Facilities

Regulations for siting essential public facilities should be consistent with [RCW 36.70A.200](#) and consider [WAC 365-196-550](#). Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities. Regulations may be specific to a local jurisdiction, but may be part of county-wide planning policies (CWPPs).

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>Regulations or CWPPs include a process for siting EPFs and ensure EPFs are not precluded. RCW 36.70A.200(2), (3), (5). WAC 365-196-550(6) lists process for siting EPFs. WAC 365-196-550(3) details preclusions. EPFs should be located outside of known hazardous areas.</p> <p>Visit Commerce’s Behavioral Health Facilities Program page for information on establishing or expanding new capacity for behavioral health EPFs.</p>	No	Yes	No process mentioned of the siting of an essential public facility. Update should include a process as well as policy of coordination with adjacent jurisdictions.

Subdivision Code

a. Subdivision regulations are consistent with and implement comprehensive plan policies. RCW 36.70A.030(5) and 36.70A.040(4) .	Yes	No	
<p>b. Written findings to approve subdivisions establish adequacy of public facilities. RCW 58.17.110 amended in 2018</p> <ul style="list-style-type: none"> • Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students. • Potable water supplies, sanitary wastes, and drainage ways. RCW 36.70A.590 amended 2018 • Open spaces, parks and recreation, and playgrounds • Schools and school grounds <p>Other items related to the public health, safety and general welfare WAC 365-196-820(1).</p>	Yes, LFPMC 17.08	Yes	No mention of dedicating open space or parkland. Code should be reviewed to verify compliance with state requirements

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>c. Preliminary subdivision approvals under RCW 58.17.140 and RCW 58.17.170 are valid for a period of five or seven years (previously five years).</p> <p>Note: preliminary plat approval is valid for: seven years if the date of preliminary plat approval is on or before December 31, 2014; five years if the preliminary plat approval is issued on or after January 1, 2015; and ten years if the project is located within city limits, not subject to the shoreline management act, and the preliminary plat is approved on or before December 31, 2007.</p>	No	Yes	This timeframe is not established in LFPMC. The update will clarify this.

Stormwater

<p>a. Regulations protect water quality and implement actions to mitigate or cleanse drainage, flooding, and storm water run-off that pollute waters of the state, including Puget Sound or waters entering Puget Sound. RCW 36.70A.070(1) Regulations may include: adoption of a stormwater manual consistent with Ecology's latest manual for Eastern or Western Washington, adoption of a clearing and grading ordinance –See Commerce's 2005 Technical Guidance Document for Clearing and Grading in Western Washington.</p> <p>Adoption of a low impact development ordinance. See Puget Sound Partnership's 2012 Low Impact Development guidance and Ecology's 2013 Eastern Washington Low Impact Development guidance.</p> <p>Additional Resources: Federal Grants to Protect Puget Sound Watersheds, Building Cities in the Rain, Ecology Stormwater Manuals, Puget Sound Partnership Action Agenda</p>	<p>Yes, LFPMC Chapter 13.16, Chapter 16.06 Chapter 16.25, Policy LU-3.5 Policy U-4.9 Policy EQ-4.3,</p> <p>Comp Plan Chapters: Surface Water Chapter, Streams and Surface Water Drainage</p>	No	
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	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
b. Provisions for corrective action for failing septic systems that pollute waters of the state. RCW 36.70A.070(1) . See also: DOH Wastewater Management, Ecology On-Site Sewage System Projects & Funding	Yes, LFPMC 13.08.080	No	

Organic Materials Management Facilities

New in 2022, HB 1799 added a section to the GMA aimed at reducing the volumes of organic materials collected in conjunction with other solid waste and delivered to landfills, supporting productive uses of organic material waste and reduction of methane gas (a greenhouse gas).

<p>New section RCW 36.70A.142; new 2021-2022 legislation HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting to meet criteria described in RCW 70A.205.040(3)</p> <p>See also RCW 36.70.330. For applicability, see RCW 70A.205.540</p>	No	Yes	OMMF's are not addressed in the LFPMC. This requirement will need to be included in the regulations update.
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Impact Fees

May impose impact fees on development activity as part of the financing for public facilities, provided that the financing for system improvements to serve new development must provide for a balance between impact fees and other sources of public funds; cannot rely solely on impact fees.

a. If adopted, impact fees are applied consistent with RCW 82.02.050 amended in 2016, .060 amended in 2021, .070 , .080 , .090 amended in 2018 and .100 . WAC 365-196-850 provides guidance on how impact fees should be implemented and spent.	No, Policy CF-3.3	Yes	Update should include the process and how the impact fees are determined to be spent.
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	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
b. Jurisdictions collecting impact fees must adopt and maintain a system for the deferred collection of impact fees for single-family detached and attached residential construction, consistent with RCW 82.02.050(3) amended in 2016	No	Yes	Lake Forest Park must detail collecting impact fees and must adopt and maintain a system for the deferred collection of impact fees for single-family detached and attached residential construction, consistent with RCW 82.02.050(3) amended in 2016.
c. If adopted, limitations on impact fees for early learning facilities RCW 82.02.060 amended in 2021	No	Yes	
d. If adopted, exemption of impact fees for low-income and emergency housing development RCW 82.02.060 amended in 2021. See also definition change in RCW 82.02.090(1)(b) amended in 2018	No	Yes	

Concurrency and Transportation Demand Management (TDM)

Ensures consistency in land use approval and the development of adequate public facilities as plans are implemented, maximizes the efficiency of existing transportation systems, limits the impacts of traffic and reduces pollution.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>a. The transportation concurrency requirement includes specific language that prohibits development when level of service standards for transportation facilities cannot be met. RCW 36.70A.070(6)(b), WAC 365-196-840.</p> <p>Note: Concurrency is required for transportation, but may also be applied to park facilities, etc.</p>	No, Comp plan and vision 2040 (page 8)	Yes	There is no concurrency requirement or specific language that prohibits development when level of service is not available for transportation. An update will need to detail these concurrency standards for development.
<p>b. Measures exist to bring into compliance locally owned transportation facilities or services that are below the levels of service established in the comprehensive plan. RCW 36.70A.070(6)(a)(iii)(B) and (D). Levels of service can be established for automobiles, pedestrians and bicycles. See WAC 365-196-840(3) on establishing an appropriate level of service.</p>	No	Yes	Sound Transit provides public transit service to Lake Forest Park. Levels of service and policies can be established to help support movement and mode shift.
<p>c. Highways of statewide significance (HSS) are exempt from the concurrency ordinance. RCW 36.70A.070(6)(a)(iii)(C)</p>	No	Yes	Clarification language is needed in municipal code.
<p>d. Traffic demand management (TDM) requirements are consistent with the comprehensive plan. RCW 36.70A.070(6)(a)(vi) Examples may include requiring new development to be oriented towards transit streets, pedestrian-oriented site and building design, and requiring bicycle and pedestrian connections to street and trail networks. WAC 365-196-840(4) recommends adopting methodologies that analyze the transportation system from a comprehensive, multimodal perspective.</p>	No, LFP Comp Plan Goal T-4, Policy T-4.1, Policy T-4.2, Policy T-4.3, Policy T-4.4, Policy T-4.5	Yes	There are no traffic demand management standards established in the municipal code. There are policies detailing multimodal and complete streets for development. Update should detail Traffic demand management.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
e. If required by RCW 82.70 , a commute trip reduction (CTR) ordinance to achieve reductions in the proportion of single-occupant vehicle commute trips has been adopted. The ordinance should be consistent with comprehensive plan policies for CTR and Department of Transportation rules.	No	No	There are no CTR incentives.

Tribal Participation in Planning new in 2022 (see [HB 1717](#))

A federally recognized Indian tribe may voluntarily choose to participate in the county or regional planning process.

a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period RCW 36.70A.040(8)(a) new in 2022	No	Yes	In association with the Comprehensive Plan update process, Lake Forest Park will need to reach out to local tribes during public engagement to determine interest in collaborating/participating in the planning process.
b. Policies consistent with countywide planning policies that address the protection of tribal cultural resources in collaboration with federally recognized Indian tribes that are invited, provided that a tribe, or more than one tribe, chooses to participate in the process. RCW 36.70A.210(3)(i) new in 2022	No	Yes	In association with the Comprehensive Plan update process, Lake Forest Park will need to reach out to tribes during public engagement to determine interest in collaboration. Consider implementing policies/ordinances consistent with Pierce County CWPPs to address the protection of tribal cultural resources

Regulations to Implement Optional Elements

a. New fully contained communities are consistent with comprehensive plan policies, RCW 36.70A.350 and WAC 365-196-345	N/A	N/A	
b. If applicable, master planned resorts are consistent with comprehensive plan policies, RCW 36.70A.360 , RCW 36.70A.362 and WAC 365-196-460	N/A	N/A	

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. If applicable, major industrial developments and master planned locations outside of UGAs are consistent with comprehensive plan policies, RCW 36.70A.365 , RCW 36.70A.367 and WAC 365-196-465	N/A	N/A	
d. Regulations include procedures to identify, preserve, and/or monitor historical or archaeological resources. RCW 36.70A.020(13) , WAC 365-196-450	No, Goal LU-8 Historic Preservation, Policy LU-8.1, Policy LU-8.2, Policy LU-8.3, Policy LU-8.4	Yes	There are policies established in the comprehensive plan but there are no regulations established in the municipal code.
e. Other development regulations needed to implement comprehensive plan policies such as energy, sustainability or design are adopted. WAC 365-196-445	Yes, LFP Municipal code: 16.16, 16.14, 17.04.050 (I),	No	Code amendment recommendations will be tracked as comprehensive plan goal and policy language is developed.
f. Design guidelines for new development are clear and easy to understand; administration procedures are clear and defensible.	Yes, LFPMC 18.42.140,	No	Design guidelines are established for the town center and can be found following the link in code section 18.42.140

Project Review Procedures

<p>Project review processes integrate permit and environmental review. RCW 36.70A.470, RCW 36.70B and RCW 43.21C.</p> <p>Also: WAC 365-196-845, WAC 197-11(SEPA Rules), WAC 365-197 (Project Consistency Rule, Commerce, 2001) and Ecology SEPA Handbook.</p> <p>Integrated permit and environmental review procedures for:</p> <ul style="list-style-type: none"> • Notice of application • Notice of complete application • One open-record public hearing 	<p>Yes, Chapter 16.26 LAND USE DECISIONS PROCEDURES</p>	No	Review policies with personal experience in the technical review to ensure efficiency and identify barriers in municipal code.
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<ul style="list-style-type: none">• Combining public hearings & decisions for multiple permits• Notice of decision• One closed-record appeal			
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Plan & Regulation Amendments

If procedures governing comprehensive plan amendments are part of the code, then assure the following are true:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Regulations limit amendments to the comprehensive plan to once a year (with statutory exceptions). RCW 36.70A.130(2) and WAC 365-196-640(3) .	Yes, LFPMC 18.01	No	Review procedures and updated if needed.
b. Regulations define <i>emergency</i> for an emergency plan amendment. RCW 36.70A.130(2)(b) and WAC 365-196-640(4) .	Yes, LFPMC 18.01.020	No	
c. Regulations include a docketing process for requesting and considering plan amendments. RCW 36.70A.130(2) , RCW 36.70A.470 , and WAC 365-196-640(6) .	Yes, LFPMC 18.01.060	No	
d. A process has been established for early and continuous public notification and participation in the planning process. RCW 36.70A.020(11) , RCW 36.70A.035 and RCW 36.70A.140 . See WAC 365-196-600 regarding public participation and WAC 365-196-610(2) listing requirements for meeting requirements.	Yes, LFPMC 18.01.080	No	
e. A process exists to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property RCW 36.70A.370 . See the 2018 Advisory Memo on the Unconstitutional Taking of Private Property	No	Yes	A process does not appear to be present in Lake Forest Park's Municipal Code to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property. See 2018 Advisory memo on the unconstitutional Taking of Private Property.
f. Provisions ensure adequate enforcement of regulations, such as zoning and critical area ordinances (civil or criminal penalties). See implementation strategy in WAC 365-196-650(1) .	Yes, LFPMC 16.16.460, 18.58.040, 1.25.120	No	