

WHATCOM COUNTY
GROWTH MANAGEMENT COORDINATING COUNCIL

Chair: Jack Louws
Vice Chair: Andy Rowlson

Representatives:

Whatcom County
Pete Kremen, County Executive
Sam Crawford, County Council
Seth Fleetwood, County Council

City of Bellingham
Dan Pike, Mayor
Barbara Ryan, City Council

City of Blaine
Bonnie Onyon, Mayor

City of Everson
Andy Rowlson, City Council

City of Ferndale
Gary Jensen, Mayor

City of Lynden
Jack Louws, Mayor

City of Nooksack
Scott Bodven, City Council

City of Sumas
Bob Bromley, Mayor

Technical Advisory Group:
Planning Directors from each city,
county, tribes, Port of Bellingham and
Council of Governments meet
regularly to provide recommendations
to the Coordinating Council.

Coordinating Staff:
Whatcom County
Planning and Development Services
5280 Northwest Drive
Bellingham, WA 98226
David Stalheim, Director
360-676-6907
pds@co.whatcom.wa.us

AGENDA
September 3, 2008

Ferndale "Annex" (City Council Room)
5694 Second Avenue
Ferndale, WA
3:00 – 5:00 p.m.

- | | | |
|------|--|----------------|
| I. | Welcome and Introductions | Jack Louws |
| II. | Minutes (approval) | |
| III. | 2009 Budget Request (15 minutes) | David Stalheim |
| IV. | Draft Public Involvement Plan (60 minutes) | Lisa Grueter |
| V. | Other Business | |

Upcoming Meeting Schedule:

October 1st, 3:00-5:00 p.m., WECU (5659 Barrett Road, Ferndale)
November 5th, 3:00-5:00 p.m., WECU (5659 Barrett Road, Ferndale)
December 3rd, 3:00-5:00 p.m., WECU (5659 Barrett Road, Ferndale)

**Summary
Growth Management Coordinating Council
August 6, 2008**

Council of Government Conference Room
314 East Champion Street
Bellingham, WA 98225

Representatives Present:

Whatcom County – Executive Pete Kremen
Whatcom County – Council Member Seth Fleetwood
Whatcom County – Council Member Sam Crawford
Bellingham – Mayor Dan Pike
Bellingham – Council Member Barbara Ryan
Blaine – Mayor Bonnie Onyon

Everson – Council Member Andy Rowson
Ferndale – City Administrator Greg Young
Lynden – Mayor Jack Louws
Nooksack – Council Member Scott Bodven
Sumas – Mayor Bob Bromley

I. Welcome and Introductions

Whatcom County Council Member Sam Crawford called the meeting to order at 2:30 p.m.

II. Council Operating Procedures

Jack Louws was elected Chair and Andy Rowson was elected Vice-Chair.

The meetings will be held on the first Wednesday of each month, from 3:00 p.m. to 5:00 p.m. at a location to be determined at a later date.

The operating procedures were reviewed and agreed upon. There will be 3 representatives from Whatcom County, 2 representatives from the City of Bellingham and 1 representative from each of the small cities for a total of 11 representatives. Each jurisdiction will have 1 alternate.

Decisions will be by consensus unless consensus can not be reached in which case voting will take place with a simple majority rule.

Whatcom County will provide a coordinating role for staff.

There is no interlocal agreement for the Council.

Discussion took place regarding involvement of the tribes on the Council. The Council would like them at the table as members but the issue was raised that they need to commit to attending the meetings. Kirk Vinish, of the Lummi Tribe, will take this issue to the tribe for a response.

III. County-wide Planning Policies

Amy Harksell, Planning Director for the City of Lynden, presented an overview of the County-Wide Planning Policies. The current policies were not unanimously adopted by each of the jurisdictions. Each jurisdiction has made its own amendments. It is the goal of the 2011 update to have each jurisdiction adopt the revised policies.

IV. Consultant Scope of Work

Lisa Grueter, Jones & Stokes Associates, Inc., outlined the tasks and project schedule. The tasks focus on public outreach, data, forecasts and methodologies.

Meg O'Leary, Jones & Stokes Associates, Inc., discussed public involvement issues such as meeting notification and the workshop format. Ideas discussed by the Council included having surveys, both informal and scientific; develop 5 to 6 questions for each workshop; poll the elected officials; and compare what has happened with past population projections with what has actually happened.

V. Future Budget Needs

David Stalheim, Whatcom County Planning Director, discussed that in 2009 all of the work reviewed by the consultant will need to be implemented. The estimate is this will cost approximately \$60,000. In order to pay for this the Planning Directors suggest Whatcom County pay 40%, Bellingham 40%, and the small cities would pay the remaining 20%. Prior to the next meeting Director Stalheim will draft a scope of work for the cities to take back to their councils for review.

The meeting was adjourned at 4:15 p.m.

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August 27, 2008

TO: Growth Management Coordinating Council
FROM: David Stalheim
RE: 2009 Budget Considerations

At the first Growth Management Coordinating Council meeting, we discussed the need for additional work in 2006 to assist in a timely response to urban growth area review and revisions. Whatcom County is required to review and revise the urban growth areas by June 30, 2009.

Specifically, we expect in 2009 that the following work would be needed:

- allocate population and employment to urban growth areas
- complete analysis of urban areas land demand and supply based on adopted methodologies
- adopt and implement land monitoring methodology
- review and revise county-wide planning policies

The Planning Directors recommend that the cities and counties contribute to this effort as set forth below:

Total Cost: \$60,000
Cost Sharing: 80% Whatcom County and Bellingham
20% Small cities
Consultant: Consider using WCOG and/or consultant in this effort

Based on the formula above, with small cities allocated based on population, the following budget amounts would be requested from each jurisdiction:

Jurisdiction	Funds
Whatcom County	24,000
Bellingham	24,000
Blaine	1,786
Everson	831
Ferndale	4,135
Lynden	4,346
Nooksack	418
Sumas	484
TOTAL	\$60,000

Public Involvement Plan

Whatcom County Comprehensive Plan 2011 Update (Phase I) ■ Whatcom County ■ August 2008

DRAFT

Public Involvement Plan

Whatcom County Comprehensive Plan 2011 Update (Phase I)

Prepared for:

Whatcom County
5280 Northwest Drive
Bellingham, WA 98226
Contact: David Stalheim

Prepared by:



711 South Capitol Way, Suite 504
Olympia, WA 98501
Contact: Meg O'Leary
360/357-6817

August 2008

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- A. Stakeholder Outreach List
- B. Whatcom County Comprehensive Plan Update Schedule

Chapter 1. Introduction

Whatcom County has initiated the first phase of a multi-year project to update its Comprehensive Plan by 2011, as required by the Washington State Growth Management Act (GMA). The update will represent the county's vision for the next twenty years.

Consistent with GMA, the update will involve:

- Revising vision statements to reflect community aspirations for twenty years for both urban and rural areas;
- Developing population and employment forecasts and methods to allocate growth;
- Developing alternative growth scenarios that capture the range of visions for the future and allow for informed decision-making;
- Conducting environmental review of alternatives to consider how alternative growth scenarios could affect the natural environment and built environment;
- Reviewing and updating County-wide Planning Policies; and
- Reviewing and updating County Comprehensive Plan elements.

Phase I of this coordinated planning and community involvement effort is scheduled to occur over a 5-month period, from August through December 2008. During that time, the County and partner cities will implement an inclusive, interactive Public Involvement Plan (PIP) to encourage countywide participation in the development of vision statements, growth forecasts and methods, and regional conceptual growth alternatives, and ultimately, a community-supported plan.

This PIP is intended to guide the project team, including the County, partner cities, and consultant team, during the Phase I Whatcom County Comprehensive Plan 2011 Update.

Phase I PIP is designed to meet the following objectives:

- Inform the community about the update effort, including the purpose of the Comprehensive Plan, steps in the update process, and state requirements;
- Communicate clearly about constraints, values, and trade-offs associated with the Comprehensive Plan update;
- Generate trust, confidence and credibility in the project team, process and project;
- Obtain input from a broad range of community members through all aspects of plan development;
- Coordinate public involvement with the planning work so that citizen participation is meaningful and timely;
- Encourage two-way communication between the County and community stakeholders;
- Identify interests, concerns and issues as early as possible to avoid surprises later in the process;
- Ensure that elected officials, staff and consultants are fully aware of and understand community and stakeholder concerns;
- Ensure that community values are incorporated in the Whatcom County Comprehensive Plan;
- Gain community input on visions for the future, conceptual regional growth alternatives, population and economic projections, and land supply, demand, and monitoring methodologies; and
- The Phase I PIP is a first step in developing a community supported plan that will guide Whatcom County's growth over the next 20 years.

1.1. Regulatory Context

The GMA has two distinct requirements for Comprehensive Plan review and update:

- RCW 36.70A.130(3) requires the County to review, at least every ten years, its urban growth area or areas, and the densities permitted within. This review will be completed in 2009.
- RCW 36.70A.130(4) requires review and update of the comprehensive plan and development regulations every seven years. Whatcom County was required to

complete this review in 2004 and will be required to complete another review and update in 2011.

This PIP represents the first phase in a multi-year process to complete the 2011 comprehensive plan update, and will serve as the basis for the required ten-year UGA review. Prior to the completion of Phase I, the project team will revisit and revise this PIP as appropriate, to address the remaining Comprehensive Plan Update phases through the year 2011.

1.2. Public Involvement Plan Format

To meet PIP objectives consistent with GMA goals, the remainder of this document addresses the following:

- Key Messages
- Audiences
- Outreach Activities

In addition, a Stakeholder List is provided in Appendix A, and a Public Involvement Schedule is provided in Appendix B.

Chapter 2. Project Key Messages

Consistent key messages are the foundation of a successful outreach program. The following messages will guide the overall effort and will be reemphasized through project materials and outreach activities facilitated by County staff, city staffs, and the consultant team.

- Public involvement is a state requirement and key component of the plan update. The County desires an open and welcoming process to involve the public and to identify or affirm a collective future vision for Whatcom County.
- Though the Plan Update is directed by state law as to the elements it must address, there is a degree of latitude within the plan to prescribe how and where the county will grow.
- The plan update is not the only opportunity to review the Whatcom County Comprehensive Plan. The County and cities have had comprehensive plans in place since the mid-1990s. This Comprehensive Plan Update is part of a periodic review cycle, and coordinates city and community plans with the County plan. Over time, the County and cities will regularly revisit their plans to ensure they reflect changing circumstances and visions within the GMA framework.
- Easy and convenient access to project information is critical; County staff, city staffs and consultants will ensure that information is easy to obtain, useful, timely, pertinent and easy to understand.
- Public involvement will be important through all phases of the plan update.
- The Growth Management Hearings Board and/or courts will decide the outcome of the urban and rural cases before them, and will seek assurance that the update was developed with the community's input.

Whatcom 2031 Theme

In addition to ensuring consistent messages, it is important that project materials and documents convey a consistent identity or theme. “Whatcom 2031” is the recommended key phrase for the plan update process. It invites the community to collectively participate in formulating the County’s vision for the next twenty years. It is recommended that this phrase, together with a consistent graphic identity, be used on all project materials developed by the consultants, the County’s project Web page, and for any outreach activities conducted by the partner cities. The County may also wish to have a Web domain name with the phrase that links to the Web page.

Note: The duration of the 20-year planning period has yet to be determined by the County, but is likely in the range of 2029-2031.

If resolution of the horizon year is projected to take longer than anticipated an alternative theme may be selected for the outreach process. Other alternatives for the theme could include:

Focus Whatcom

Plan Whatcom

Whatcom Tomorrow

Whatcom Becomes

Realize Whatcom

Shaping our Whatcom

Whatcom: Taking Shape

Our Future Whatcom

Chapter 3. Audiences

The PIP is designed to reach all audiences that may have an interest in the Comprehensive Plan Update process. It is also designed to reach out to other groups and individuals—those that may not yet have an interest or be inclined to participate—to encourage their awareness, understanding and involvement in the process. The PIP also promotes use of existing communication networks to encourage involvement in the Whatcom County Comprehensive Plan Update process. Subsections 3.1 to 3.7 describe the audiences that the public involvement program is designed to reach. Appendix A further provides an initial stakeholder list that will be refined, expanded and updated as appropriate. A matrix of methods to reach the various audiences is provided in Subsection 3.8.

3.1. General Public

The general public is defined as members of the community including residents, property owners, businesses and any others that might be interested in the Comprehensive Plan Update process. An outreach challenge is identifying and implementing a cost-effective method for reaching a broad range of the general public.

Outreach Approach

Outreach activities associated with the general public will be focused on generating awareness, confidence and interest in the plan update process. Outreach should be focused on keeping the general public informed and updated as to project progress, meetings and key decision-making points.

3.2. Interested Property Owners and Developers

Interested property owners and developers are defined as members of the community that have an interest in growth and development regulations, especially as they relate to their private property rights. They may have an interest in developing or preserving their property. This might include real estate and development groups and other related professionals.

Outreach Approach

The outreach approach associated with the general public applies to interested property owners and developers. In addition, based on their area of interest and focus, some real estate and development associations may help spread information about Comprehensive Plan Update activities through their Web sites, newsletters, announcements and meetings.

3.3. Community Organizations

Community organizations are loosely defined as groups, associations, or committees that come together for a common interest or cause. This includes service groups, chambers of commerce, non-profit organizations, community councils, neighborhood associations, local granges, social service organizations, religious organizations, and others.

Outreach Approach

There are two key outreach tactics that will be used to reach these groups. The first is to communicate with them in a similar fashion as the groups identified above—making sure that they have the basic information about the purpose of the project, project updates, meeting announcements, milestones—the who, what, why, when and where.

The second outreach tactic is to coordinate with their existing outreach activities to promote the Comprehensive Plan Update effort. For example, local organization Web sites and newsletters may at their discretion include a project fact sheet, article, public meeting notice, or link to the County project Web site.

3.4. Schools, Colleges and Universities

Schools, colleges, universities and educational organizations offer unique opportunities to raise awareness and actively involve young people in the Comprehensive Plan Update process.

Outreach Approach

The first outreach tactic is to communicate with them in a similar fashion as the general public and organizations identified above—making sure that they have the basic information about the purpose of the project, project updates, meeting announcements, milestones.

The second tactic is to leverage the classroom environment and create interactive learning opportunities. For example, students could participate in the public workshops, a journalism student could run a story in the school newspaper, or a student DJ could conduct an interview.

3.5. Environmental Groups

Public involvement activities will include environmental groups that have an interest in the update process, such as those that are related to conservation, preservation and protection of Whatcom County natural resources. Some may be helpful in distributing information; others will be direct participants in the process.

Outreach Approach

These groups will be reached through similar outreach activities as those described above. Based on their area of interest and focus, some may help spread information about Comprehensive Plan Update activities through their Web sites, newsletters, announcements and meetings.

Others will be interested in activities that may affect a particular location or natural resource. These groups will likely participate in Comprehensive Plan Update public workshops and may be interested in hosting special or regular meetings for project-related presentations. In addition, some of these groups develop and distribute newsletters, conduct regular meetings and conduct other outreach activities with their membership.

3.6. Governmental/Quasi-Governmental Groups

Governmental and quasi-governmental groups are defined as organizations that have a connection to local government, including the multi-jurisdictional Growth Management Coordinating Council (GMCC); Whatcom Council of Governments; Whatcom County Council; City Councils; Whatcom County and individual cities' Planning Commissions; area tribes; local special districts; and others. Groups typically consist of elected officials, appointed community members, or jurisdictional staff. It will be very important to coordinate with these groups as early as possible to confirm meeting dates and ensure adequate time for Comprehensive Plan Update discussions.

Outreach Approach

These groups will be reached through all of the outreach methods described above. In addition, the Comprehensive Plan Update process may be a periodic topic at their regularly scheduled meetings, providing progress updates and seeking input at key plan milestones. The GMCC meetings in particular will be a key forum for multijurisdictional issues associated with the Comprehensive Plan Update.

3.7. Media

Key Whatcom County media include newspaper and radio stations in the various communities.

Outreach Approach

Media relations will be handled by the County. News releases and calendar announcements can be used as a method for communicating important project information. It is recommended that the County continue its positive dialogue with the local media, be responsive and available to answer questions, participate in media interviews, and be open and forthcoming with as much information as possible to keep the media informed. It is also recommended that the County invite reporters to participate in meetings and other public involvement activities and generally encourage media-directed interest in the plan update process.

3.8. Methods

The following matrix lists the audiences and the key methods used to reach them. Outreach activities are further described in Section 4.

Matrix of Audiences and Methods of Outreach

Method	General Public	Property Owners and Developers	Community Organizations	Schools, Colleges, Universities	Environmental Groups	Government/ Quasi-Government	Media
Email and mail outreach materials	X	X	X	X	X	X	X
Outreach materials at government counters and high-traffic areas (e.g. libraries)	X	X	X	X	X	X	X
Web page postings	X	X	X	X	X	X	X
Display boards/posters	X	X	X	X	X	X	X
Community Survey	X	X	X	X	X		
Interactive Regional Public Workshops	X	X	X	X	X	X	X
City-sponsored workshops or informational meetings	X	X	X	X	X	X	X
Government body meetings, e.g. GMCC	X	X	X	X	X	X	X
Media relations: calendar announcements, news releases, and outreach	X	X	X	X	X	X	X

Chapter 4. Outreach Activities

The visioning and conceptual regional growth alternatives tasks will provide the framework for Phase I public outreach (August through December 2008), and will serve as the basis for the required ten-year UGA review. The outreach activities will guide and inform the project team as they develop population and economic projections, and land supply, demand, and monitoring methodologies.

The intent of Phase I outreach is to develop and implement the PIP; design an identifiable graphical look; prepare communication materials; develop the schedule; and coordinate and participate in the visioning and conceptual regional growth alternatives workshops. The project team will coordinate outreach with the cities of Bellingham, Blaine, Everson, Ferndale, Lynden, Nooksack, and Sumas, and other interested communities including Birch Bay and Columbia Valley. Additionally, the project team will coordinate with other public planning processes including the Whatcom County Comprehensive Plan rural element update, Birch Bay Watershed Characterization project, agricultural committee work, and Whatcom Legacy Project.

4.1. Phase I Outreach Activities

Phase I activities generally follow key project milestones outlined in the Whatcom County Comprehensive Plan Update Schedule (see Appendix B). These correspond to the following key topics and dates:

- August 2008: Develop Draft Public Involvement Plan
- September 2008: Finalize Public Involvement Plan
Develop outreach materials
Develop Project Web page
Outreach and awareness-raising conducted by

- partner cities.
Develop survey (feasibility to be confirmed)
- October 2008: Visioning outreach and workshops
- November 2008: Conceptual Regional Growth Alternatives outreach and workshops
- August to December 2008: GMCC meetings first Wednesday each month. Discussion topics may include: draft vision statements, alternative growth concepts, population projections, economic projections, and methodologies for land supply, demand, and monitoring.

4.2. Outreach Tools

4.2.1. Project Graphics and Identity

ICF Jones & Stokes will develop a consistent graphic look that will be used on all Comprehensive Plan Update communication materials. The look will include a graphical treatment including consistent use of fonts, colors and project tag line, “Whatcom 2031”.

4.2.2. Project Fact Sheet

ICF Jones & Stokes will write, review edits, and make final recommendations on a project fact sheet. Distribution methods will include public workshops, community libraries and public counters, and outreach efforts conducted by the partner cities. The fact sheet will be posted on County and city Web pages.

4.2.3. Key Topic Questionnaire

The project team will prepare a one-page questionnaire in order to gather community input on key project-related topics; this will consist of 5 or 6 “visioning” or other core questions to ensure focused and consistent feedback. The questionnaire will be distributed at public workshops, through outreach efforts conducted by the partner cities, and by GMCC members and elected officials. The questionnaire results will inform the team’s analysis and formulation of the conceptual regional growth alternatives. The questionnaire will be posted on County and city Web pages.

4.2.4. Meeting Announcement

A meeting postcard will be used to publicize the visioning and conceptual regional growth alternatives public workshops. It will be written and designed to reflect the

Whatcom 2031 graphical look. The meeting postcard will be distributed to all stakeholder database contacts through email or direct mail. The meeting announcements will be posted on County and city Web pages.

4.2.5. Comment Card

A comment card will be designed for use throughout the life of the project. It will include a return address. It will be distributed in the same manner as the project fact sheet. Comments will be reviewed and incorporated into the County and consultant work and be reviewed for common questions, themes or issues. The comment card will be posted on County and city Web pages.

4.2.6. Display Boards or Posters

Designed for high visibility, one graphic board or poster for each set of workshops will be developed to communicate Phase I Comprehensive Plan Update activities. The boards/posters will announce upcoming meeting dates and provide general information and be placed in high traffic areas such as government offices, libraries, post offices and other locations.

4.2.7. Stakeholder Database

The County will develop a project stakeholder database that will be used for direct mail and/or email distribution of project materials. The database will include public meeting attendees, community organizations, environmental groups, schools, colleges, universities, elected officials, media representatives and any other groups that may be interested in the Comprehensive Plan activities. The County will update the database as necessary throughout the project, to reflect new public meeting attendees, additional stakeholders and others that become engaged in the process.

4.2.8. Survey

The feasibility and format—Web-based vs. random phone survey—is to be confirmed:

Surveys: The staff/TAG and GMCC indicated in interest in reaching more people with a survey. The GMCC in particular seemed interested in a random phone survey.

- Survey Monkey: The cost for an online survey is minimal: \$20 to \$200 for the web fee plus either County staff and/or consultant time to develop questions and to prepare a report of results. If the consultant role is limited to helping develop the questions and reviewing a summary of the tabulated data prepared by County staff, this could be accommodated in the current project budget. The survey

would be posted before the vision workshops and continue through that workshop period.

- Random Phone Surveys: We collected 3 estimates for a phone survey. The costs range from \$9,500 to \$20,000 for a survey of 400 persons, the minimum sample size. Other sample sizes (500 to 800) would have greater costs from \$11,000 to \$25,000. The present project scope and budget would not accommodate a random phone survey. If the County is interested in this, and perhaps some partner cities, this type of survey may be an option. This requires further discussion.

4.3. Outreach Meetings

Outreach meetings fall into three categories:

Regional Workshops

These interactive meetings will focus on visioning and conceptual regional growth alternatives, as well as population and economic projections, and land supply, demand, and monitoring methodologies, and will be conducted by County and consultant staff.

Partner City Outreach

These public meetings will be held in local communities prior to the regional workshops. City staff will either present at regularly scheduled stakeholder group meetings or host separate gatherings as appropriate.

Interjurisdictional Meetings

These include GMCC meetings at which the Technical Advisory Group (County and city planning directors and others) and consultant team present various Comprehensive Plan Update materials for discussion.

4.3.1. Regional Workshops

The County and consultant team will conduct four workshops focused on visioning, conceptual regional growth alternatives, and population and economic projections, and land supply, demand, and monitoring methodologies. Working closely with County and Technical Advisory Group staff, the consultant team will develop workshop exercises to encourage active citizen participation.

The consultant scope and budget includes four workshops at least two of which are oriented to alternatives. We would be assigning two workshop dates in October (visioning) and two workshop dates in November (alternatives, etc.). One thought to stretch hours and increase the number of meetings would be to hold more than one

meeting on the workshop dates. For example, with the vision workshops, we can hold an evening meeting on Day 1 and a morning and evening meeting on Day 2. We could stretch our meetings from 4 to 6 or 8 depending on timing and location.

Visioning Workshop

ICF Jones & Stokes will conduct two public visioning workshops in October 2008. The consultant will hold a strategy and planning session with County staff, develop a workshop format, coordinate logistics with the County, manage the development of the fact sheet and display boards, facilitate the public workshops, and prepare a summary of each workshop.

One visioning workshop will be held in the north county and one in the south. The purpose of the visioning workshops are to 1) share input about the Comprehensive Plan Update process; 2) identify issues, concerns and questions of participants; 3) share information about the County's and cities' existing vision concepts; and 4) obtain feedback about the relevance and/or revisions necessary to reflect a current county vision. The format will consist of small interactive work groups and question and answer sessions led by County staff and consultants.

A pre-meeting coordination session will be held with the County and cities prior to the workshop dates.

Regional Growth Alternatives Workshop

The second round of public workshops will be focused on conceptual regional growth alternatives, and address other relevant issues. The purpose will be to share information and obtain input about potential alternatives to be analyzed and further refined for the future identification of a preferred growth alternative. The format will consist of hands-on working groups and question and answer sessions with County staff and consultants.

The consultant will hold a strategy and planning session with County staff, develop a workshop format, coordinate logistics with the County, manage the development of outreach materials, facilitate the public workshops, and prepare a summary of each workshop.

As needed, a pre-meeting coordination session will be held with the County and cities prior to the workshop dates.

4.3.2. Partner City Outreach

Partner city meetings are intended to raise awareness and spread the word about the update process, and reach out to diverse stakeholders that may not be interested or able to attend the regional workshops. These partner city meetings will be led by city staff or officials. The format may include:

- Conducting meetings in local communities using similar materials and approaches as the regional workshops. For example, the cities could hold their own vision or alternatives workshops with the same questions, handouts and exercises utilized at the regional workshops.
- Attending regularly scheduled stakeholder meetings (e.g. Planning Commissions, schools, community or environmental organizations). City staffs and officials can inform these groups about the plan update process at their regular meetings, identify what information is available, identify how to comment, and invite stakeholders to regional meetings.

4.3.3. Interjurisdictional Meetings

The primary body that will make decisions about the Whatcom County Comprehensive Plan Update is the County Council consistent with its GMA responsibilities. The County Council and individual city councils will hold public meetings periodically as they consider elements of the Plan Update that affect their communities.

However, since several plan update aspects involve county-city consultations, a special regional forum—the Growth Management Coordinating Council, or GMCC—has been created to serve as an advisory body to the County Council and city councils. The GMCC meetings are open to the public and will provide another opportunity for public involvement. The GMCC typically meets the first Wednesday of the month. Discussion topics may include: draft vision statements, alternative growth concepts, population and economic projections, and methodologies for land supply, demand, and monitoring.

4.4. County-Initiated Public Involvement

Several public involvement activities will be led by County staff. These include:

- Development of the project Web page on the County's Web site.
- Providing notice to stakeholder groups.
- Identifying and securing locations for display board/poster placement.
- Identifying and securing locations for public workshops.
- Printing and distributing outreach materials.
- Media relations.

4.5. City-Initiated Public Involvement

Several public involvement activities will be led by city staff. These include:

- Posting of project materials and meeting announcements on city Web sites.
- Management and coordination of the city-specific stakeholder outreach activities. It is expected that the cities will contact interested stakeholder groups, coordinate with County staff as appropriate, and schedule convenient times for presentations. City staff will take the lead in making presentations to stakeholder groups.
- Identifying and securing locations for display board placement.

4.6. Other Initiatives

To be provided: a schedule of events for Whatcom County Comprehensive Plan rural element update, Birch Bay Watershed Characterization project, agricultural committee work, and Whatcom Legacy Project.

To date we have found:

- Rural LAMIRD kicked off the week of 8/18. The project team for LAMIRDS will develop a public outreach plan. The County project manager will review the Comprehensive Plan Update Phase I PIP and share it with the LAMIRD consultant.
- Birch Bay Watershed: Information pending.
- Agriculture Committees: There are three agricultural committees. There may be a retreat with the three committees in October 2008. Outreach at this retreat during the visioning phase may be possible.
- Legacy Partnership: Their website is at: <http://www.whatcomlegacy.org/index.html>. Reviewing the website, it appears some of the group's efforts this year will parallel the County's Comprehensive Plan Update. We have not seen specific public outreach events scheduled on the website, but will review this further.

Appendix A: Stakeholder Outreach List

August 2008

This represents an initial list of stakeholder organizations. As the Comprehensive Plan Update proceeds, it can be updated and augmented as appropriate.

Agricultural Community

- Agriculture Advisory Committee
- Bellingham Farmers Market
- Conservation District
- Food Bank
- Purchase of Development Rights Oversight Committee
- Sustainable Connections/KCLT (Food and Farming Program Partnership)
- USDA-NRCS and FSA Office
- Whatcom Farm Friends
- Whatcom Farmers Co-Op
- WSU Cooperative Extension

Affordable Housing Organizations

- Affordable Housing Task Force
- Bellingham-Whatcom County Housing Authority
- Habitat for Humanity
- Kulshan Community Land Trust
- Northwest Youth Services
- Opportunity Council
- Whatcom/Skagit Self-Help Housing

Builders/Realtors

- Building Industry Association of Whatcom County
- Whatcom County Association of Realtors

Cities/Urban Growth Areas

- Bellingham
- Birch Bay/Birch Bay Village
- Blaine
- Columbia Valley
- Everson
- Ferndale
- Lynden
- Nooksack
- Sudden Valley
- Sumas

Community Groups

- Bellingham City Club
- Bellingham Community Food Co-Op
- Citizens of the Columbia Valley
- Economic Development Councils
- Foothills Friends
- Glacier Chamber of Commerce
- Kendall Watch
- Migrant Council
- Mount Baker Foothills Chamber of Commerce
- Mount Baker Foothills Economic Development Association
- Opportunity Council
- Rotary
- Whatcom Coalition for Healthy Communities

Educational Institutions

- Bellingham Technical College
- Northwest Indian College
- Public School Districts (7)
- Western Washington University
- Whatcom Community College

Environmental Groups

- Conservation Northwest
- Futurewise
- Lake Whatcom Advocacy Groups
- Lummi Island Heritage Trust
- Nooksack Salmon Enhancement Association
- Sustainable Connections
- Whatcom Land Trust
- Whatcom Legacy Project

Governmental/Quasi-Governmental

- Birch Bay Steering Committee
- Community Transportation Advisory Groups
- CTED
- Department of Ecology
- Fire Districts
- Flood Advisory Committee
- Lummi Island Community Association
- Port of Bellingham
- Public Utility District
- Small Cities Caucus
- Tribes
- Water Districts
- Watershed Advisory Groups
- Whatcom Council of Governments
- Whatcom Transportation Authority
- WSDOT – Mount Baker Office

Media

- All Point Bulletin (Blaine)
- Bellingham Herald
- Cascadia Weekly
- Foothills Gazette
- KGMI 790 AM
- Lynden Tribune
- Western Front
- Whatcom Watch

Draft Schedule

Task Description	August	September	October	November	December
Task 1 - Public Participation and Visioning					
Develop Public Involvement Plan	[Task Duration]				
Public Workshops (Visioning, Alternatives, etc.)			★ ★	★ ★	
Values and Vision Statements			[Task Duration]	[Task Duration]	
Regional Forums: GMCC	○	○	○	○	○
Phase 2 Public Involvement Plan				[Task Duration]	◆
Task 2 Regional Growth Alternatives					
Develop Conceptual Alternatives			[Task Duration]		
Prepare Revised Alternatives				[Task Duration]	◆
Task 3 Population Projections					
Develop population projections	[Task Duration]	◆			
Develop process for population allocations			[Task Duration]		
Consult with other agencies, jurisdictions		[Task Duration]			
Task 4 Economic Projections					
Review and summarize current economic conditions	[Task Duration]	◆			
Develop economic projections	[Task Duration]	◆			
Develop process for employment allocations			[Task Duration]		
Consult with other agencies, jurisdictions		[Task Duration]			
Task 5 Land Supply Methodology					
Prepare assumptions and methodology		[Task Duration]	◆		
Task 6 Land Demand Methodology					
Prepare assumptions and methodology		[Task Duration]	◆		
Task 7 Land Monitoring Methodology					
Prepare assumptions and methodology		[Task Duration]	◆		
Task 8 Deliverables					
Prepare final deliverable				[Task Duration]	◆
County Council Meeting/Hearing					○

Legend

- Agency Meetings
- Workshops
- ★ deliverables
- ◆ task duration
- []

July

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 GMCC Meeting 2:30 p.m.	7	8	9
10	11	12	13	14	15 Draft Public Particip. Plan to County	16
17	18	19	20	21 Draft Public Particip. Plan to TAG (via email)	22	23
24	25 TAG comments Draft Public Particip. Plan (via email)	26	27 Revised Public Particip. Plan to GMCC	28	29	30
31						

September

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <i>Labor Day</i>	2	3 GMCC Meeting: 3 p.m.	4	5	6
7	8	9	10 Draft Pop/Emp Projections to County	11 Vision Workshop Draft PI Materials to County	12	13
14	15	16	17 TAG Meeting Pop/Emp Projections	18	19	20
21	22 PI Materials to Printer for Vision Workshops	23	24 Pop/Emp Projections to GMCC	25	26	27
28	29 Send notices this week (for 10-14 days notice) for 2 workshops	30				

October

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 GMCC Meeting: 3 p.m.	2	3	4
5	6	7	8	9 Draft Methods - Supply, Demand & Monitoring to County	10	11
12	13	14 Possible Ag mtg.	15 Possible Ag mtg.	16 TAG Meeting: Methods, Vision & Alts Brainstorm	17	18
19	20 Send notices this week (for 10-14 days notice) for 2 workshops	21	22 Draft Visions and Workshop Summary to County	23	24 Possible Second TAG meeting on Vision & Alts	25
26	27	28	29 All Methods and Draft Visions to GMCC	30	31	

November

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 GMCC Meeting: 3 p.m. Alternatives Workshops	6	7 Alternative Revisions: Meeting with County & TAG	8
9	10	11 <i>Veterans Day</i>	12	13	14 Workshop Summary & Phase 2 PIP to County	15
16	17	18 Draft Report to County	19	20	21 Draft Report: TAG Meeting, if needed	22
23	24	25	26 Draft Report to GMCC and County Council	27 <i>Thanksgiving</i>	28 <i>Thanksgiving</i>	29
30						

December

2008

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 GMCC 3 p.m.	4	5	6
7	8	9 County Council Hearing	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 <i>Christmas</i>	26	27
28	29	30 Final Report to County	31			