

**City of Connell Washington
RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE CITY OF CONNELL, BEGINNING
THE COMPREHENSIVE PLAN PERIODIC UPDATE
PROJECT AND ADOPTING A PUBLIC PARTICIPATION
PLAN FOR THE UPDATE**

WHEREAS, the City of Connell must plan under the State of Washington’s Growth Management Act (GMA) and a “periodic” review and update of the comprehensive plan is due on or before June 30, 2026 and is required every ten years thereafter; and

WHEREAS, the City’s Comprehensive Plan was last fully revised in January 2020 per Ord. 1004-2020 and subsequently amended in 2021 per Ord. 1019-2021 and in 2022 per Ord. 1028-2023, and includes the following elements: Land Use, Natural Areas, Housing, Economic Development, Community Facilities, Parks & Open Space, Utilities, Water System, Wastewater Disposal, Transportation & Circulation, and Capital Facilities; and

WHEREAS, all elements of the Comprehensive Plan shall be consistent with each other, the Franklin County Countywide Planning Policies, and the Growth Management Act; and

WHEREAS, Washington State has new regulations that require updates to the plan that include an equity lens applied to all goals and policies, provisions to plan for and accommodate low-income housing throughout State designated bands of income, engagement with Tribes, and inclusion of a climate change element that addresses how greenhouse gas emissions (GHG) will be reduced and resilience will be enhanced; and

WHEREAS, the City seeks to facilitate early and continuous public participation in accordance with *RCW 36.70A.140*; and

WHEREAS, the City will use many tools and resources to evaluate and identify what updates are required including Washington State Department of Commerce compliance checklists; and

WHEREAS, the City typically opens the Comprehensive Plan to annual revisions via a formal docketing process, and usually accepts applications for such amendments until October 1 of a given year; and

WHEREAS, the City will engage and inform the public throughout the update process.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONNELL,
WASHINGTON, DOES RESOLVE AS FOLLOWS:**

Section 1. The City hereby provides this official notice to the public that the process to conduct a Comprehensive Plan Periodic Update is hereby initiated. Notice is further given that no applications for “annual amendments” will be accepted in 2025.

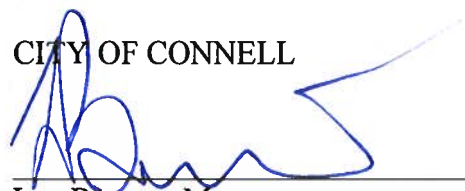
Section 2. The City sets out the following general phased schedule for the update process (which is subject to change):

2025 Q1-Q3	Public Open Houses & Workshops
2025 Q4	Prepare First Complete Draft of the Plan
2026 Q1	Prepare Final Draft of the Comprehensive Plan
2026 Q1-Q2	Development Regulations Update
2026 Q1	SEPA Environmental Review
2026 Q2	Final Review, Noticing and Adoption

Section 3. The City adopts the Comprehensive Plan Periodic Update – Public Participation Plan document, which is attached to this Resolution as Exhibit A.

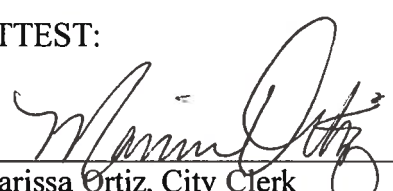
PASSED BY THE CITY COUNCIL OF THE CITY OF CONNELL, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 5TH DAY OF FEBRUARY 2025.

CITY OF CONNELL



Lee Barrow, Mayor

ATTEST:



Marissa Ortiz, City Clerk

APPROVED AS TO FORM:



Heidi Ellerd, City Attorney



CITY OF CONNELL

Physical address: 104 East Adams Street
Connell, WA 99326
Mailing address: PO Box 1200
Connell, WA 99326

Phone: (509) 234-2701
Website: www.cityofconnell.com
Email: cityofconnell@connellwa.org

COMPREHENSIVE PLAN PERIODIC UPDATE PUBLIC PARTICIPATION PLAN

The Growth Management Act (GMA) requires early and ongoing public participation in the Comprehensive Plan and Municipal Code Update in RCW 36.70A.140. This document sets out how this requirement will be implemented for the City of Connell Comprehensive Plan Periodic Update process. It is important to provide a full picture of how the City will conduct public engagement activities so that the public is well-informed of opportunities for involvement and understands the decision-making process.

1 INTRODUCTION

This Public Participation Plan (PPP) outlines the outcomes, audiences, methods, process, and timeline for public participation in the City of Connell's Comprehensive Plan Periodic Update process. This periodic update is required by the Washington State Growth Management Act (GMA). State law (RCW 36.70A.140) also requires the creation of a public participation plan as part of the GMA periodic update process. The periodic update will include a review of both the City's Comprehensive Plan and Development Code to ensure consistency with the most current requirements under state law. Because these documents are so far-reaching in scope, this plan will strive to create a variety of opportunities to reach as many audiences in the community as possible. There will be multiple opportunities and methods to learn about the update, and to provide input.

1.1 Objectives

The public, stakeholders, and organizations will have multiple opportunities to participate in the process and provide input on the City's Comprehensive Plan as it is being reviewed. The public participation effort is intended to achieve specific desired outcomes, which include:

- Meeting the public participation goals of the Growth Management Act;
- Offering engaging opportunities to the Connell community to participate in planning for and commenting on the future of the city;
- Providing clear information to the public on the basic concepts of the GMA, the local planning process, and how their own participation can affect local plans and regulations;
- Informing the public on how to and when to get involved and understanding how their input is used;
- Informing the public as to the requirements set forth in the Franklin County Countywide Planning Policies as well as recent legislative changes and requirements for GMA compliance set forth by the State;

- Asking questions of the community in order to gain new insights about Connell and inform choices about the Comprehensive Plan goals, policies, and implementation strategies;
- Seeking broad participation of interested groups and individuals to capture differing viewpoints;
- Utilizing a transparent process which clearly documents all public input and makes it available for anyone to review;
- Holding accessible, convenient participation events and public meetings, and creating participation opportunities for those who cannot (or wish to not) attend;
- Pursuing accessibility for all community members and interested parties within the public participation process;
- Ensuring that elected officials, appointed officials, and City staff understand and consider community and stakeholder input; and
- Using a variety of participation methods (such as meetings, workshops, open houses, multi-media, mailers, etc.) to offer all residents a variety of ways to receive information and participate.

2 AUDIENCES

Parties who the project team hopes to reach in this periodic update process includes individual residents, people who work in Connell, community groups, private investors, developers, as well as public sector groups like government councils and districts for services such as schools, fire departments, and utilities. Identifying stakeholders in the periodic update process will help the City understand and respond to the broad and varied needs of the community. Each group or individual has their own needs and preferences when it comes to civic participation, and it is important to endeavor to accommodate a variety of perspectives.

2.1 The Public

Individuals

Individual stakeholders in the update process generally consist of those who live, work, or have a financial interest in the City of Connell. Other interested individuals may include people who visit the city regularly such as those who live within the Connell School District, and those who live in neighboring areas outside the city. Surveys, comment forms, public meetings, workshops, and community events are appropriate tools for reaching the community on an individual basis. Examples of individuals who should be engaged during this process include:

- Residents
- Property Owners
- Employees
- Business Owners
- Developers

Community Organizations

Community organizations are valuable partners in the public participation process, as they often have deeply rooted connections in the community. Often, they serve groups with specific needs, such as youths and seniors. Many community members may be more comfortable engaging through a group they are already familiar with. Partnering with these organizations is an excellent way to reach people who may otherwise not participate in the periodic update process. Similar to what was stated in the previous section, surveys, comment forms, public meetings, workshops, and community events are appropriate ways to reach community organizations. One of the best ways to utilize these organizations is for City staff and elected officials to attend events held by an organization and collect input. Examples of community organizations who should be engaged during this process include:

- The local Chamber of Commerce
- Faith-Based Organizations
- Student Groups
-
- Senior Organizations
- Philanthropic Groups
- Veterans Organizations

2.2 Governmental and Quasigovernmental Groups and Agencies

Input will be needed from both internal and external governmental as well as quasigovernmental groups. Internal governmental groups could include city boards and commissions, while external groups may include entities like school and utility districts. In general, any governmental or quasigovernmental body providing services to Connell residents and businesses, or entities involved in decision-making that impact residents and businesses, should be included in the process. Examples of governmental and quasigovernmental groups and agencies who should be contacted and invited to engaged during this process include:

- Connell School District
- Connell Fire District
- Planning Commission
- Parks and Recreation Advisory Board
- Washington State Dept. of Corrections
- Washington State Dept. of Transportation
- Franklin County
- Port of Pasco
- AVISTA
- Ben Franklin Transit
- Hospital District
- Columbia Basin Health Association (CBHA)
- North Franklin Heritage Museum

3 METHODS AND TOOLS

The public participation process should be approached with the understanding that no one method will reach every stakeholder or interested party. With this in mind, the City should employ as many methods as possible in order to create the most fair and accessible process. Stakeholders should be provided with a combination of opportunities to give both written and spoken comment in person and online. Information should be provided through a variety of outlets, such as mailed letters and the City website. Examples of engagement methods that may be used throughout this process include:

- Public workshops and Open Houses
- Website – Social Pinpoint
- Online Community Survey
- Bilingual communication (as needed)
- Direct mailings and public notices
- Comment forms
- Media releases
- Meetings with interest groups
- Written Comment

3.1 Public Open House

Project Kickoff

A public open house held at the onset of the update process will allow the City staff and consultant team to introduce the update process and seek initial feedback from the community on their priorities for the comprehensive plan and reactions to plan alternatives. An open house will also allow the project team to explain decisions that the City makes. The City may use common workshop tools such as comment forms, dot exercises, presentations, and interactive activities. The City will introduce the update effort in a public setting and identify the scope of the update process and the underlying regulatory requirements. An anticipated schedule will be provided to facilitate public involvement throughout the process. The public will be

encouraged to provide high-level feedback that can be used to guide the update process at its onset, with more detailed and content-specific feedback to be provided in subsequent workshops or meetings.

3.2 Community Workshops / Roundtables

The City will invite the general public, organizations, and interest groups to several community workshop events throughout the update process. This will provide an opportunity to engage in a continued dialogue with the public about the update process, share project materials, and answer any questions the public may have. It is important that relevant community-based organizations and other stakeholders, such as utility districts, are also engaged in this process to ensure that a diverse array of feedback is obtained. Stakeholders can provide additional expertise in several areas important to the update process, including capital facilities, utilities, parks, and economic development. Workshop tools such as comment forms, dot exercises, presentations, and interactive activities can be utilized to obtain feedback and shape how the comprehensive plan will be changed this periodic update cycle.

3.3 Community Survey

The City will develop and advertise a community survey to solicit public feedback on the Periodic Update. The survey will be hosted through an online platform and the questions will be focused to ask respondents personal questions about their experiences and preferences, without being too abstract or open-ended. Copies of this survey will be available at city hall for those who would prefer to respond to the survey in written form. This survey will be available in English, with computer-based translation offered in Spanish and about seven other languages. Our goal is to receive over 60 survey responses.

3.4 Website

The City will update its municipal website regularly as it relates to the Comprehensive Plan Periodic Update. Engagement events will be posted online to ensure that the public is aware of how they can be involved throughout this process. In addition, with support from a consultant, the City will create a separate *Comprehensive Plan Periodic Update* website using an online platform. This website will be managed and updated by the City and consultant team. Media releases related to the comprehensive plan update can also be posted on the city's general website and specific website for the Periodic Update to ensure the community stays informed on how this process is progressing.

3.5 City Staff Contact

Anyone wishing to be included on the email list for the project may mail their contact information to:

City of Connell – Comprehensive Plan Update Project
Cathleen Koch – City Administrator
104 East Adams Street
P.O. Box 1200
Connell, WA 99326

Or email their contact information to: **ckoch@cityofconnell.org**

4 PROCESSING REQUIREMENTS AND PROTOCOLS

4.1 Process

Adoption or amendment of the City's Comprehensive Plan is a "Type II" (Legislative) action in accordance with Connell Municipal Code (CMC) 16A.02.060 (e). These processes are to be used except: the "Docketing Process" as outlined in subsection 1, does not apply for the year 2025 because there will be no amendment dockets (in order to allow the Periodic Update process to receive due consideration and focus).

- Study sessions will occur before the Planning Commission in order to review individual chapters or sections of the Plan
- The Planning Commission will hold at least one public hearing on the proposed Comprehensive Plan Periodic Update process; written and oral testimony will be accepted all public hearings
- The Planning Commission public hearing(s) will occur *after* a SEPA Threshold Decision is made by the City's Responsible Official
- Study sessions will occur before the City Council in order to review the recommendation of the Planning Commission

4.2 Planning Commission

The Planning Commission will provide guidance on the Comprehensive Plan update process, including information about the scope of work, schedule, and proposed amendments, at meetings that are open to the public. These meetings provide a forum for in-depth information exchange in an educational environment to give stakeholders a meaningful role in steering the project toward success. The schedule for these meetings will be posted at City Hall, on the City's website, on the city-managed comprehensive plan website, and distributed by email. Two briefing sessions will be held with the Planning Commission at the onset of the update process (expected during the first quarter of 2025) and before the final adoption process begins (expected in early 2026).

4.3 City Council

The City Council will review the comprehensive plan and make the final decision on adoption. Two briefing sessions will be held with the City Council at the onset of the update process (Q1 2025) and before the final adoption process begins (Q2 2026). The City Council is the legislative body with the final local decision-making authority for the local adoption of the comprehensive plan pursuant to CMC 16A.02.040. Adoption of the Comprehensive Plan must take place on or before June 30, 2026.

5 PUBLIC ENGAGEMENT TIMELINE (APPROXIMATE)

The following timeline is approximate and subject to change.

2025				2026		
Q1	Q2	Q3	Q4	Q1	April and May	June
City Council Briefing Session #1			Planning Commission Study Session – Review Draft Elements		City Council Briefing Session #2	City Council Hearing (Adoption)
Planning Commission Briefing Session #1					Planning Commission Briefing Session #2	
Public Open House (Kickoff)						
Public Workshops/Roundtables						
Ongoing Online Public Engagement						
	Online Community Survey					