



## Planning Commission Climate Action Subcommittee Work Plan:

### Background:

The 2019 City Work Plan included an item that called for the creation of a local working group to put together a community driven Climate Action Plan. This community driven Climate Action Plan included proposed strategies and actions for both mitigation of and adaptation to climate change. A City Climate Action Planning Group (CAPG) was formed and met regularly from January to October 2019. The group prepared a report containing recommendations and strategies for the creation of a Climate Action Plan for consideration by the City Council.

On November 6, 2019 the City Council voted to recommend this Planning Commission Subcommittee consider the following from the CAPG Resiliency Plan (pulled directly from the CAPG *Resiliency Plan: Recommendations Addressing Climate Change*, pg. 3):

2. The CPAG conducted a preliminary prioritization process for a suite of policy, planning and implementation proposals. While we recommend that most of those be forwarded to the planning commission for further deliberation, this group recommends that city council immediately act on three of them:
  - a. Authorize a comprehensive Green House Gas emissions inventory to establish baselines for measuring progress in partnership with the Olympic Climate Action Committee and should be complete by the end of 2020. This group finds that such an inventory is essential for evaluating the effectiveness of many of the actions proposed by this group for consideration by the Planning Commission
  - b. Integrate climate considerations more explicitly into the City's existing planning efforts. A variety of specific recommendations are offered for consideration by the Planning Commission
  - c. Continue to emphasize city-wide energy-use reduction, including:
    - i. increase use of public transportation and the use of electric vehicles;
    - ii. support development of infrastructure to increase biking and walking in the City;
    - iii. move towards 100% clean, renewable electrical energy source for the city by 2030 (including focus on increasing percentages of local, decentralized, non-hydropower renewable energy use);
    - iv. increase energy conservation and energy efficiency in our buildings; and
    - v. encourage use of local renewable energy.

### Work Plan Assumptions:

- Meetings may be held at City Hall or the Port Angeles Library
- The subcommittee will dedicate a minimum of one meeting a month to progress reporting on Tasks 1-5

- The Climate Action Plan will formally be adopted as a part of the Comprehensive Plan during the regular 2021 annual Comprehensive Plan Amendment cycle:
  - The amendment cycle will formally open on January 1, 2021.
  - Proposals shall be submitted no later than March 31<sup>st</sup>. A rough draft of the Plan should be completed by this date.
  - Planning Commission hearings will be conducted prior to or during May.
  - 60-day notice to adopt must be provided to the Washington State Department of Commerce (WSDOC) no later than April 16, 2021. A draft of the document is required for the submission of this notice.
  - City Council hearings will be conducted prior to or during June
  - Final submission to the WSDOC by June 30, 2021.
- Volunteers will be largely responsible for Tasks 2a, including:
  - stakeholder coordination;
  - data gathering; and
  - use of inventory software and report creation.
- Task 2b references 7 complex recommendations that the Climate Action Plan should address. Selection and priority of these recommendations should occur early in the work plan effort in order to immediately begin necessary groundwork for the planning effort.

Tentative Schedule:

**-Work Plan Development-**

- January 8, 2020: Review and discuss selection and priority of recommended deliverables.
- January 22, 2020: Review and Assign Tasks to participants
- February 12<sup>5</sup>, 2020: Review and discuss municipality's existing action plans, code, and Comp. Plans
- February 26<sup>18</sup>, 2020: Continue review of existing plans and begin draft outline for plan

**-Breakout Task Development-**

- March-June: Task groups continue work on individual project workplan, scope, and milestones.
- July 8, 2020: Mid-year Task 2 and 3 Update
- August 12<sup>5</sup>, 2020: Presentation of Task 5 Outline and Task 4 Audit

**-Public Input-**

- September 2, 2020: Open House Public Meeting for plan input
- October 14, 2020: Presentation of Public Input to Subcommittee and next steps

**-Climate Action and Community Resilience Plan Development-**

- Oct-December 2020 or subsequent year: Begin drafting Plan

January 1, 2021 or subsequent year: Open up Amendment Cycle to Public

March 31, 2021 or subsequent year: Amendment proposals are due from the Public

April 7, 2021 or subsequent year: Present subcommittee recommended Draft to Planning Commission & consider additional proposals

April 16, 2021 or subsequent year: 60-day Notice of Intent to Adopt Amendment proposals due to Commerce

**-Public Hearings and Decision-**

April 28, 2021 or subsequent year: Planning Commission Public Hearing on Amendment (continued to May 12)

May 12, 2021 or subsequent year: Planning Commission Public Hearing on Amendment and Recommendation to Council

June 5, 2021 or subsequent year: City Council 1<sup>st</sup> Reading

June 19, 2021 or subsequent year: City Council Decision

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