



# How an issue or idea becomes a land use regulation

## Part 1: The Planning Work Program

The Planning Work Program is prepared and adopted by the Board of Commissioners (Board). The work program describes planning projects, potential land use ordinances and other Planning staff activities for the year.



### 1. Work Program Ideas

Staff /community members identify land use or transportation issues and submit work program requests to Planning staff to address these issues, for potential consideration as work program tasks.

### 2. Draft Work Program Staff Reports

Planning staff presents draft work program staff report (including requested work Program topics) to the Board and releases the draft for public input.

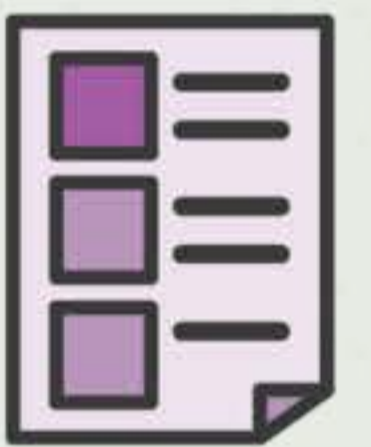


### 3. 30-Day Comment Period

30-day public comment period is opened. Public comments and additional work program requests are compiled; staff researches topics.

### 4. Staff Analysis & Recommendations

Staff provides recommendations to the Board in the final work program staff report on what to include in the work program or may suggest further analysis. Only a limited number of work program requests can be accommodated in any given year.



### 5. Board Consideration

The Board considers staff recommendations; prioritizes work tasks to undertake for the year.

### 6. Board Adoption of Work Program

Once adopted by the Board, the work program determines how staff resources will be allocated toward tasks. Requests to amend Comprehensive Plan documents require ordinances; other requests might result in issue papers or other type of studies.



## Part 2: Processing an Ordinance

A land use ordinance adopts, amends or repeals provisions of the Washington County Comprehensive Plan, which includes the Rural/Natural Resource Plan, the Comprehensive Framework Plan for the Urban Area, Community Plans, the Transportation System Plan, the Community Development Code and/or related maps.



### 1. Ordinance Development

Staff researches issues, works with identified stakeholders, and develops possible code or plan language to address identified issues.

### 2. Ordinance Filing

Once code or plan changes are developed, those changes are officially submitted, or "filed". Ordinances are generally filed from early spring through summer, and are scheduled for public hearings during "ordinance season", March 1 - Oct 31.



### 3. Public Notice & Public Hearings

Notice of public hearings and filed ordinances are published and posted on the County webpage. The Planning Commission and the Board conduct public hearings. The ordinance may be engrossed (changed) by the Board or adopted as proposed.

### 4. Ordinance Engrossment

If the Board engrosses an ordinance, further public notice is provided and additional hearings are scheduled.



### 5. Board Decision

At the conclusion of public hearings, the Board either adopts, rejects, or continues an ordinance to a specific future date.

### 6. Ordinance Effective

If adopted, most ordinances become effective 30 days or more after adoption.

