

COUNTY/CITY NAME Shoreline Master Program:

Periodic Review Public Participation Plan

Introduction

COUNTY/CITY NAME is undertaking a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be reviewed and revised, if needed, on an eight-year schedule established by the Legislature. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other COUNTY/CITY NAME plans and regulations, and is responsive to changed circumstances, new information and improved data.

A Public Participation Plan is required to describe how COUNTY/CITY NAME will encourage early and continuous public participation throughout the process of reviewing the SMP.

This Public Participation Plan describes the steps that COUNTY/CITY NAME will take to provide opportunities for public engagement and public comment, as well as COUNTY/CITY NAME contact information and web addresses. This plan is in addition to any other minimum requirements for public participation required by COUNTY/CITY NAME's Code Section _____. This plan is a working document and will be adjusted as needed to provide for the greatest and broadest public participation.

1.0 Public Participation Goals

- Provide interested parties with timely information, an understanding of the process, and multiple opportunities to review and comment on proposed amendments to the SMP.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the Periodic Review process.
- Encourage interested parties to informally review and comment on proposed changes to the SMP throughout the process and provide those comments to decision makers.
- Provide forums for formal public input at project milestones prior to decision-making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

2.0 Public Participation Opportunities

COUNTY/CITY NAME is committed to providing multiple opportunities for public participation throughout the process. COUNTY/CITY NAME will use a variety of communication tools to inform the public and encourage their participation, including the following:

2.1 Website

COUNTY/CITY NAME's website will include a Periodic Review webpage where interested parties can access status updates, draft documents, official notices, minutes and other project information. The

webpage will be the primary repository of all information related to the Periodic Review process. The page will include who to contact for more information and an email link for questions and comments.

2.2 Survey

A community survey will be conducted to solicit specific feedback from interested parties and results will be posted on the Periodic Review webpage.

2.3 Open House

COUNTY/CITY NAME will initiate the Periodic Review with a community open house. Public comments received during the Open House will be posted on the Periodic Review webpage.

2.4 Notice mailing list

An email list of interested parties will be created, advertised and maintained by the COUNTY/CITY NAME. The list will be used to notify interested parties regarding Periodic Review progress and participation opportunities. Interested parties will be added to the list by contacting the Planning Department.

2.5 Comment

Interested parties will be encouraged to provide comments to COUNTY/CITY NAME by letter or email. All comments will be forwarded to the COUNTY/CITY COUNCIL/COMMISSION NAME and Planning Commission. The Periodic Review webpage will be the central repository for information under consideration. Documents will be available for review at the COUNTY/CITY NAME Planning Department, and copies will be provided at the established copying cost.

2.6 Planning Commission

The Planning Commission will be the primary forum for detailed review and recommendations to the COUNTY/CITY COUNCIL/COMMISSION NAME. Interested parties are encouraged to attend and provide comments during the Planning Commission deliberations and/or COUNTY/CITY COUNCIL/COMMISSION NAME workshops and public hearings. Official notices will be published as established in COUNTY/CITY NAME policy.

2.7 News media

The local news media will be kept up-to-date on the Periodic Review process and receive copies of all official notices.

3.0 List of stakeholders

COUNTY/CITY NAME will engage the following stakeholders:

[INSERT LIST]

4.0 Public Participation Timeline

The following is a general timeline including anticipated public participation opportunities. CITY/COUNTY NAME will coordinate with the Department of Ecology throughout the process. A detailed timeline will be posted on the Periodic Review webpage.

[TIMELINE]

5.0 Public Comment Periods and Hearings

The Planning Commission will conduct a public comment period and at least one public hearing to solicit input on the Periodic Review. The COUNTY/CITY COUNCIL/COMMISSION NAME will hold one public hearing before final adoption.

COUNTY/CITY NAME will coordinate with the Department of Ecology on public notification of comment periods and hearings to take advantage of Ecology's optional SMP amendment process that allows for a combined state-local comment period (WAC 173-26-104).

Public notice of all hearings will state who is holding the comment period and/or hearing, the date and time, and the location of any public hearing. Notices will be published per official policy and comply with all other legal requirements such as the Americans with Disabilities Act. A notice will be sent to the email list (2.4, above) and the Department of Ecology.

EXAMPLE