

## **Example Public Notice for Public Comment Period: Periodic Reviews resulting in SMP changes**

*This is an example of a public notice for a periodic review under WAC 173-26-090, where the jurisdiction is adopting amendments, and is using the optional Joint Review process under WAC 173-26-104.*

*Ecology rules require publishing notice at WAC 173-26-090(2)(c)(i). The joint review process requires a public comment period of at least thirty days.*

### **[Name of jurisdiction] and Department of Ecology**

#### Shoreline Master Program Periodic Review Public Comment Period and Public Hearing

The [name of jurisdiction] and Washington Dept. of Ecology are accepting comments on a periodic review of the [city's/county's] shoreline master program under RCW 90.58.080(4). The [city/county] has prepared draft SMP amendments to keep the SMP current with changes in state law, changes in other [city/county] plans and regulations, and other changed local circumstances.

Public comment will be accepted from [date] to [date] at 5 p.m. A joint local/state public hearing is set for [date and time] at the [location]. Send comments to [city/county] staff member [name] at [address, email]. Comments sent to the [city/county] will be forwarded to the Dept. of Ecology.

Proposed amendments to the [city/county] shoreline master program are available for review at [insert local government website] and the [city/county Planning Department] at [address].

## Sample Media Release (and/or email) for Public Comment: for Periodic Reviews resulting in SMP changes

**Issued:** [date]

**Subject line:**

The [name of jurisdiction] and Dept. of Ecology seek public comment regarding the [City/County] Shoreline Master Program Periodic Review.

**Text:**

The [name of jurisdiction] and Washington Department of Ecology are seeking comments on the [name of jurisdiction] Shoreline Master Program (SMP) periodic review. The joint local/state public comment period will run from [date] through [date, at 5 p.m.].

The [City/County] is required to review its SMP on an eight-year schedule set in state law, and revise it if necessary. The review ensures the SMP keeps up with changes in state law, changes in other [city/county] plans and regulations, and other changed local circumstances.

The [city/county] has prepared draft amendments to the SMP for public review. The [city/county] will prepare a response to comments and determine if changes are needed. Public comments and the [city's/county's] responses will be shared with Ecology. After the [city/county] makes its final decision, it will send its findings to Ecology for approval.

The proposed SMP amendments are available at [name of jurisdiction] website: [link]  
Options for providing comments are on the website, or by calling [local information].

**Distribution:**