

TOWN OF WOODWAY

SHORELINE MASTER PROGRAM: PERIODIC REVIEW

PUBLIC PARTICIPATION PLAN

INTRODUCTION

The Town of Woodway 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 Town of Woodway plans and regulations, and is responsive to changed circumstances, new information and improved data.

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

This Public Participation Plan describes the steps that the Town will take to provide opportunities for public engagement and public comment, as well as Town contact information and web addresses. This plan is in addition to any other minimum requirements for public participation required by Woodway Municipal Code (WMC) 14A.04. 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

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

2.1 WEBSITE

The Town of Woodway'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 WOODWAY WHISPER NEWSLETTER

The Town’s triennial newsletter will include information about the key elements of the update and current schedule of Planning Commission meetings where public participation and comments and update questions are encouraged.

2.3 NOTICE MAILING LIST

An email list of interested parties will be created, advertised, and maintained by the Town. 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.

2.4 COMMENT

Interested parties will be encouraged to provide comments to the Town by letter or email. All comments will be forwarded to the Town Council and Planning Commission. The Periodic Review webpage will be the central repository for information under consideration. Documents will be available for review at the Town Hall and copies will be provided at the established copying cost.

2.5 PLANNING COMMISSION

The Planning Commission will be the primary forum for detailed review and recommendations to the Town council. Interested parties are encouraged to attend and provide comments during the Planning Commission regular meeting workshops and public hearings. Official notices will be published as established in WMC 14A.04.

3.0 LIST OF STAKEHOLDERS

The Town of Woodway will engage the following stakeholders:

Alderwood Water District	Port of Edmonds	WA State Department of Fish & Wildlife
Burlington Northern Railroad	Puget Sound Energy	WA State Department of Health
City of Edmonds	Puget Sound Partnership	WA State Department of Transportation
City of Everett	Puget Sound Regional Council	WA State DNR SEPA Center
City of Lynnwood	Seattle District, U.S. Army Corps of Engineers	WA State DSHS Lands & Bldg Division
City of Mountlake Terrace	Snohomish Co. PUD	WA State Ferries Environmental Manager
City of Mukilteo	Snohomish County Planning & Development Services	WA State Parks & Recreation Commission
City of Shoreline	Snohomish Health District	
Comcast	The Recreation and Conservation Office	
Community Transit	Tulalip Tribal Council	
Edmonds School District No. 15	WA State Department of Commerce	
Futurewise	WA State Department of Ecology	
National Marine Fisheries Service		
Olympic View Water & Sewer District		

4.0 PUBLIC PARTICIPATION TIMELINE

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

SMP Kickoff _____	June 20, 2018
Conduct Periodic Review (Checklist) _____	August 1, 2018
Draft Periodic Review findings of Adequacy _____	December, 5 2018
Dept of Commerce 60 -day Notice to Adopt _____	January 7, 2019
SEPA Compliance _____	January 11, 2019
Planning Commission public hearing notice _____	February 11, 2019
Planning Commission public hearing _____	March 6, 2019
Town Council ordinance adoption _____	April 15, 2019

5.0 PUBLIC COMMENT PERIODS AND HEARINGS

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

The Town 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 (2.3, above) and the Department of Ecology.