

# Shoreline Master Program Periodic Review Public Participation Plan

## Background

Shoreline Master Programs (SMPs) are local land use policies and regulations that guide development on and use of most shorelines. SMPs apply to both public and private uses for lakes, streams, associated wetlands, and marine shorelines. They protect natural resources for future generations, provide for public access to public waters and shores, and plan for water-dependent uses. SMPs must be consistent with the Shoreline Management Act (RCW 90.58) and must be approved by the Washington State Department of Ecology.



SMPs must be reviewed and, if necessary, updated to ensure they remain compliant with state laws and local comprehensive plans. This review must be completed every eight (8) years. Olympia's SMP Periodic Review must be complete no later than June 30, 2021.

The Washington State Department of Ecology (Ecology) provides technical assistance, guidance documents, and grant funding to assist in the completion of the Periodic Review. Ecology's grant contract requires completion of five tasks, designed to ensure local governments complete the required Periodic Review.

The tasks are as follows:

### 1. Project Oversight: Coordination, Management, and Administration

The City will provide project oversight to complete the scope of work in compliance with the grant contract, which includes project coordination, project management, and project administration.

### 2. Secure Consultant Services

The City will enter into a contract with the selected consultant to complete work in accordance with the scope of work of the grant through Ecology.

### 3. Public Participation

The City will prepare and disseminate a public participation plan to invite and encourage public involvement in the SMP periodic review consistent with WAC 173-26-090 and local requirements.

### 4. Review Shoreline Master Program and Draft Revisions, If Needed

The consultant will review the SMP to determine if revisions are needed. To do this, the consultant will use the Ecology checklist to:

- a. Review amendments to chapter 90.58 RCW and Ecology rules that have occurred since the Shoreline Master Program was last amended, and determine if local amendments are needed to maintain compliance.

- b. Review changes to the comprehensive plan and development regulations to determine if the Shoreline Master Program policies and regulations remain consistent with them. Document the consistency analysis to support proposed changes to the SMP or note that Findings of Adequacy would be appropriate.
- c. Conduct additional analysis deemed necessary to address changing local circumstances, new information or improved data.

If needed, the consultant will draft revised SMP goals, policies and regulations, or prepare Findings of Adequacy.

## 5. Final Draft SMP or Findings of Adequacy

The City and consultant will conduct the public review process, which at a minimum will include:

- a. Conduct a local public review process for the proposed Shoreline Master Program as provided in the SMA and WAC 173-26. Where amendments to the SMP are proposed they shall contain applicable shoreline goals, policies, or regulations with copies of any provisions adopted by reference. Where no changes are needed, the local process will include a formal Findings of Adequacy.
- b. Assemble final draft amendment or Findings of Adequacy: Assemble a complete SMP final draft amendment in preparation for review and approval by the City Council. Where the review determines that no changes are needed, formal Findings of Adequacy will be prepared.
- c. An Open House may be conducted prior to a Public Hearing on the draft amendments or proposed findings of Adequacy. The Public Hearing will be held by the Olympia Planning Commission. The Commission’s recommendation will be forwarded to the City Council for consideration and decision.

## Timeline

The City anticipates the draft SMP revisions or Findings of Adequacy will be prepared by June 30, 2020. The public hearing and Planning Commission deliberations would occur shortly thereafter. The City intends to adopt revisions to the SMP or adopt Findings of Adequacy by the end of 2020, prior to the deadline for completing the Periodic Review required by state statutes.



## Public Participation Plan

Public engagement is an integral part of this planning process. Engagement is needed from interested parties including residents, businesses, and stakeholders. City staff is proposing the follow outreach methods:

### Public Meetings

Public meetings to share progress and accept feedback during the process will be held. Staff is available to give presentations and seek feedback at the meetings of impacted organizations, in addition to the public meetings that will be held. Types of public meetings may include an Open House, presentations or briefings before the Planning Commission, and

the public hearing before the Planning Commission.

#### Comment Forms

Comment forms will be available at public meetings, City Hall and on the City's SMP webpage.

#### Webpage

The SMP webpage will contain information about the update requirements and process, timeline, opportunities to get involved or provide comments, and materials related to the work being conducted.

#### Planning Commission

Community Planning & Development (CP&D) staff anticipate bringing amendments or findings of adequacy to the Olympia Planning Commission in the summer of 2020. The Commission may also receive briefings on the proposal during the process. The Planning Commission will hold a public hearing on the proposal before making a recommendation to City Council.

#### Council's Land Use and Environment Committee

CP&D staff will provide at least one briefing to the City Council Land Use and Environment Committee during the process.

#### City Council

The Olympia Planning Commission will make a recommendation to the City Council on the SMP Periodic Review. The Council may hold an additional public hearing but it is not required. It is anticipated that Council will make a decision late in 2020.

## **How to get Involved**

To request to be added to the Parties of Record for this proposal or for more information on how to get involved, please contact Joyce Phillips, Senior Planner, at 360.570.3722 or [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us).

Updates will be provided to subscribers of the City's "Planning & Development" E-Newsletter. To subscribe to this or other City E-Newsletters, please visit [olympiawa.gov/subscribe](http://olympiawa.gov/subscribe).

Information is available on the City's website at [olympiawa.gov/SMP](http://olympiawa.gov/SMP).

# General Project Schedule and Outreach Plan

	2020											
Project Step	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Public Participation Plan			■									
Webpage Created			■									
Consultant Selection		■	■									
Ecology Update/Checklist			■	■								
Draft SMP Amendments				■	■	■						
Public Meetings & Hearing			■	■	■	■	■	■	■	■	■	■
Outreach Tools	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Project Webpage			●	●	●	●	●	●	●	●	●	●
E-Newsletter			●		●	●		●		●		●
Open House							●					
Planning Commission			●			●	●					
Land Use & Environment Committee			●					●			●	
Coalition of Neighborhood Associations						●						
City Council											●	●

●	Citywide Outreach
●	Interested Parties
●	Advisory Board, Council Committee, City Council