

San Juan County Shoreline Master Program Periodic Update: Public Participation Plan and Tentative Schedule: November 5, 2019

This Public Participation Plan describes the steps that San Juan County (SJC) will take to provide opportunities for public engagement and comment, as well as contact information and web addresses. This plan is a working document and will be adjusted as needed to provide for the greatest and broadest public participation.

<p>Periodic Update Overview</p>	<p>The periodic review of the County’s Shoreline Master Program (SMP) required by WAC 173-26-090 ensures that at least once every eight years on a schedule established in the Shoreline Management Act (SMA), that amendments deemed necessary to reflect changing local circumstances, new information or improved data are made to the SMP. Following the review, local governments shall, if necessary, revise their master programs. This work should:</p> <ul style="list-style-type: none"> ▪ Assure consistency of the master program with the local government's comprehensive plan and development regulations adopted under chapter 36.70A RCW, if applicable, and other local requirements; ▪ Bring the SJC SMP into compliance with the requirements of the SMA that have been added or changed since the last review; ▪ Respond to changes in the WA State Dept. of Ecology’s (Ecology) guidelines, and ensure consistency with comprehensive plans and regulations; and ▪ Incorporate amendments to reflect changed circumstances, new information, or improved data.
<p>Principles</p>	<p>Guiding principles for this project are:</p> <ul style="list-style-type: none"> ▪ That it be transparent, inclusive, robust and proactively encouraging of a healthy dialogue with the public; ▪ That it develop and sustain public awareness of the project, inviting participation; ▪ That it request and obtain suggestions from the broader community; and ▪ That it has a reliable, predictable schedule, with a consistent project message and an understandable, accessible public engagement process.

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Goals	<p>The project goals include:</p> <ul style="list-style-type: none"> ▪ Informing the community of the periodic review requirements; ▪ Providing interested parties with timely information, an understanding of the process, and multiple opportunities to review and comment on proposed amendments to the SMP; ▪ Actively soliciting information from citizens, property owners and stakeholders about their concerns, questions and priorities for the periodic review process; ▪ Encouraging interested parties to informally review and comment on proposed changes to the SMP throughout the process and provide those comments to decision makers; ▪ Encouraging as many participants as possible to participate in the review and amendment processes; ▪ Providing forums for formal public input at project milestones prior to decision-making by local officials; ▪ Enhancing public trust in the process, demonstrating through action that public suggestions and concerns are seriously considered and can influence the outcomes; and ▪ Consulting and considering recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.
Key Messages	<p>San Juan County 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).</p> <p>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 plans and regulations, and is responsive to changed circumstances, new information and improved data.</p> <p>The periodic review is different than the comprehensive updates required by RCW 90.58.080(2). The comprehensive update required that the SMP be revised to comply with the full suite of ecology guidelines. There is no minimum requirement to comprehensively revise shoreline inventory and characterization reports or restoration plans in the periodic update.</p>
Stakeholders	<p>The entire San Juan community is included in the stakeholder list. Broad dissemination of information will be provided throughout the San Juan Islands.</p>

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Tools	<p>Website – The periodic review project webpage will be the central repository for information under consideration. The project website will be used to post project information, meeting notices and draft documents posted for review and comment. https://www.sanjuanco.com/1643/Shoreline-Master-Program-Periodic-Update</p> <p>Subscription service – Interested parties will be able to sign up for notices and news flashes regarding project activities. https://www.sanjuanco.com/list.aspx</p> <p>Early and continuous public participation – Multiple opportunities for public input will be provided on preliminary draft documents. Interested parties will be encouraged to provide comments by letter or email or in person at public hearings. All comments will be forwarded to the County Council and Planning Commission. Public comments received throughout the process will be posted on the Periodic review project webpage.</p> <p>News flashes – Staff will provide news flashes to SMP update news subscribers.</p> <p>Bulletin boards – Flyers providing meeting notices will be posted on various islands at places identified that attract public viewing.</p> <p>Newspaper notices – The local news media will be kept up-to-date on the periodic review process. Official notices will be duly advertised. 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 project subscriber list and the Department of Ecology.</p> <p>Online notices – Notices of briefings and public hearings will be posted on online news sources and calendars (i.e. Orcas Issues and Lopez Rocks).</p> <p>Commission/Council briefings – The Planning Commission and County Council will be briefed and are made aware of the process and its outcomes. These briefings will be held during regular meetings, accessible to the public. The County will initiate the Periodic review with a community briefing at a Planning Commission meeting.</p> <p>State Environmental Policy Act (SEPA) – The County will issue an environmental checklist, threshold determination and comment period.</p> <p>Public hearings – Public hearings will be held by the Planning Commission and County Council. The public will be invited to provide testimony on proposed SMP amendments. The Planning Commission will conduct a public comment period and at least one public hearing to solicit input on the periodic review. The County Council will hold at least one public hearing before final adoption.</p> <p>Joint local and state comment period rule (WAC 173-26-104) – This process will be used to better coordinate with Ecology. It combines the local and state public comment periods required by RCW 90.58.090. A 30-day joint public comment period is required.</p>
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Tentative Schedule

This schedule is intended to frame and facilitate the scheduling of key events and product milestones. Changes or additional details may be added as the process unfolds, responding to community needs, emerging issues and/or priorities. San Juan County intends to use Ecology’s 2017 joint local and state comment period rule (WAC 173-26-104).

Notes: SJC Department of Community Development staff (Staff); Planning Commission (PC); WA. State Department of Ecology (Ecology)
Planning Commission Agendas: <https://www.sanjuanco.com/AgendaCenter/Planning-Commission-26>
Council Agendas: <https://www.sanjuanco.com/341/County-Council>

Date	Event(s)	Objectives	Status	Participants
September 2019	Review the periodic update checklists, prepare preliminary assessment of compliance requirements.	Make a preliminary assessment of update requirements and compliance issues.	Done	Staff
September 16, 2019	Brief County Council.	Inform Council of the periodic review requirement and obtain permission to apply for the Ecology grant.	Done	Council and Staff
October 2019	Apply for Ecology Grant	Secure grant agreement. Set up timekeeping in Eden. Document time spent prior to grant agreement.	Grant Agreement In Progress	Staff
October 2019	Submit the preliminary assessment to Ecology.	Obtain an early review of possible amendments.	Done	Staff, Ecology: Chad Yunge
October – November 2019	Prepare website; Notify existing SMP Update subscriber list; and Send newsflash announcing the project.	Begin public outreach. Organize information on a project website. Provide a newsflash regarding the project, news flash subscription service, project website and comment email.	In progress	Staff

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Date	Event(s)	Objectives	Status	Participants
October 2019	Apply for Ecology grant. Consult with Ecology. Inform Ecology of SJC's intent to use the optional joint review process.	Complete grant submittal and SJC agreement processes.	In progress	Staff
October 30	Quarterly report due.	Defer until grant agreement finalized.*	*	Staff
November 15, 2019	Provide a preliminary Planning Commission (PC) briefing.	Inform the PC about the periodic review requirement and the preliminary assessment of necessary amendments. Obtain early comments from the PC and public. Analyze changing local circumstance, new information and improved data.	Staff report was provided to the PC and posted on the website.	Staff
December 9, 2019	Brief County Council about any policy issues.	Confirm direction.		Staff
November - December 2019	Draft amendment ordinance.	Address compliance issues and changed circumstances. Submit a draft ordinance to the legal staff for review.	In progress	Staff
November - December 2019	Prepare 60-day notice of intent to amend regulations/plans for submittal to WA State Dept. of Commerce and prepare a SEPA non-project action checklist and SEPA determination.	Comply with State requirements.	In progress	Staff
January 2020 PC: January 17	Brief Council and Planning Commission on draft Ordinance. Submit the early draft to Ecology and legal staff for preliminary review.	Review of the proposed amendments and consider public comments. Incorporate public comments into draft ordinance.		DCD and Legal Staff, Council, Planning Commission, Ecology
Jan 31, 2020	Quarterly report due.	Prepare report for 2019 work.		Staff

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Date	Event(s)	Objectives	Status	Participants
February 2020 PC: February 21	Brief Council if needed. Hold Planning Commission public hearing.	Take public comments at the PC public hearing. Create Planning Commission draft. Obtain Planning Commission's recommendation to Council.		Staff, Council, and Planning Commission
March 2020	Brief Council on Planning Commission's recommendation. Obtain Council feedback.	Prepare final ordinance for a Council public hearing.		Staff Council
March 2020	Prepare and send notices of joint-public hearing with Council and Ecology and a minimum 30-day comment period.	County notifies local interested parties and publishes a joint hearing notice in the legal newspaper complying with the notice criteria in WAC 173-26-104(2)(c)(i). Ecology notifies statewide interested parties.		Staff Ecology
April 2020	Hold joint public hearing: Council and Ecology. Council continues the public hearing.	Take public comment for 30 days. After 30 days and the close of joint comment period, staff documents the comments received and prepares a written response to them within 30 days unless more time is requested from Ecology. Ensure consistency with RCW 90.58.020 and applicable guidelines. Council considers staff's proposed response to comments and deliberates. Staff prepares Council draft ordinance.		Staff, Council, and Ecology
April 30, 2020	Quarterly report due.			Staff
April/May 2020	Transmit the proposed amendments to Ecology for a compliance determination within 30 days. The transmittal must include the public comments, response, description of proposed amendments, findings, updated text and map amendments. WAC 173-26-104(3).	Obtain initial determination of compliance or need for amendments from Ecology.		Staff Ecology

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Date	Event(s)	Objectives	Status	Participants
May	Council adopts SMP ordinance in public hearing. County submits final record to Ecology.	Final submittal to Ecology per WAC 173-26-110.		Staff
June 2020	Ecology reviews for completeness. Ecology review and approval.	Finish project.		Ecology Staff
July TBD, 2020	Quarterly report due.			Staff