

2018 Title 18 SMC Amendments

Public Participation Plan

April 2018

INTRODUCTION

The Growth Management Act (GMA) of Washington requires counties and cities to review and evaluate comprehensive plans and development regulations, and update them if necessary, according to a schedule established by RCW 36.70A.130. The City of Sequim amended its comprehensive plan in December 2017 (Resolution No. R2018-06), which provides a framework of goals and policies and the basis for some of the proposed amendments to Title 18, Zoning.

PUBLIC AND AGENCY GOALS

- Provide the public with timely information, an understanding of the process, and opportunities to review and comment on the ordinance amendments, and to have these comments forwarded to the City's decision makers.
- Ensure that information about the process is provided to the public early in the process and at regular intervals thereafter, to maximize public awareness and participation in the process.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the amendment process and the future of Sequim land uses and the City's Comprehensive Plan.
- Encourage the public to informally review and comment on the amendment throughout the process.
- Incorporate public comment into the local government's review process prior to significant milestones or decision making.
- Provide forums for formal public input at milestones prior to decision making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

PUBLIC ENGAGEMENT OPPORTUNITIES

The City is committed to providing multiple opportunities for the public to engage throughout the process. The City will take advantage of various modes of communication to inform the public and encourage their participation.

- **Website:** The City's Department of Community Development webpage will house the proposed zoning code amendments where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, and project information. This webpage will be the
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primary repository of all information related to the process.

- E-Notice Mailing List: An e-notice mailing list will be created as the City receives requests from interested persons and organizations to receive updates via email. Individuals interested in being on the mailing list should contact the Department of Community Development at (360) 683-4908 or at DCD@sequimwa.gov and request to be placed on the Development Regulations updates e-notice mailing list.
- Comment: Interested citizens are encouraged to provide comments to the City by letter, email or fax. All comments will be forwarded to the Sequim Planning Commission and City Council. Written comments can be submitted by the following methods:

Mail: City of Sequim
Department of Community Development
152 W. Cedar Street, Sequim, WA 98382

Phone: (360) 683-4908

Email: bberezowsky@sequimwa.gov

- Attend: Interested citizens are encouraged to attend and provide verbal comments to the City at the Planning Commission and/or City Council workshops and public hearings.

INFORMATION AVAILABILITY

The staff report describing the proposed Title 18 amendments is available for review at the Department of Community Development's web page at www.sequimwa.gov where meeting dates, updates on process, and official notices (notice of application, environmental review, public hearing notices, etc.) will be posted. An e-mail link for questions or comments will also be provided at the website.

Documents are also available for review at the Sequim Civic Center, 152 W. Cedar Street, Sequim, WA 98382. Copies will be provided at a reasonable cost. Official notices will be published in the Peninsula Daily News. The local news media will be kept up to date on the update process, and receive copies of all official notices.

PUBLIC AND AGENCY REVIEW TIMELINE

April 12, 2018

Notice of Application with Optional DNS published in the Peninsula Daily News; distributed to resource agencies, Native American tribes, and other interested parties

April 17, 2018

Planning Commission Public Meeting – 6:00 p.m. | Council Chambers

April 19, 2018

Public Release of Proposed Title 18 Amendments: 1) posted on City's website; 2) distributed to local, regional and state agencies; 3) distributed to Planning Commission and City Council; 4) email announcing availability of material sent to e-notice mailing list, if any.

May 1, 2018

Planning Commission Public Hearing – 6:00 p.m. | Council Chambers

May 2, 2018

Notice of Application with Optional DNS comment period ends

May 14, 2018

City Council Workshop – 6:00 p.m. | Council Chambers

June 11, 2018, 2018

City Council Public Hearing – 6:00 p.m. | Council Chambers

PUBLIC HEARINGS

The Planning Commission and City Council will each conduct at least one public hearing to gather and consider public testimony on the proposed Title 18 Amendments. The hearings are anticipated to occur **May 1, 2018** (Planning Commission) **and June 11, 2018** (City Council). Public Notices will be published in the Peninsula Daily News and sent to the e-notice mailing list and others who request such notices stating the date/time, review body and location of the public hearings.

RECORDING OF MEETINGS

All public meetings and hearings will be audio recorded. Minutes and/or meeting summaries will be prepared for all public meetings, and copies made available upon request.