



Executive Summary

Department: Community Development
Issue Title: Kitsap County Shoreline Master Program Periodic Review
Public Participation Plan
Meeting Date: October 28, 2020
Time Required: 30 minutes
Attendees: Jeff Rimack, Angie Silva, Dave Ward, Kirvie Mesebeluu-Yobech

Action Requested at This Meeting:

Review, discuss, revise if appropriate and approve the draft Public Participation Plan for the 2020-2021 Shoreline Master Program Periodic Review.

Background

The Department of Community Development is undertaking a periodic review of the County's Shoreline Master Program, as required by the Washington State Shoreline Management Act, RCW 90.58.080(4). The Shoreline Management Act requires Kitsap County's Shoreline Master Program be reviewed and revised, if needed, once every eight years. The periodic review ensures the Shoreline Master Program remains current with changes in state laws and rules and remains internally consistent with County plans and regulations. This periodic review also provides an opportunity to propose non-substantive clarifications and process improvement amendments consistent with the SMA that does not minimize or provide added value to ecological functions, public benefit, as well as relief to property owners and reviewers during the application process.

A Public Participation Plan is required to describe how the County will encourage early and continuous public participation throughout the process. The Public Participation Plan is intended to describe the steps the County will take, with support from consultants, The Watershed Company and EnviroIssues, for public engagement and public comment opportunities, as well as project contact information.

The Public Participation Plan describes goals, roles and responsibilities, and public engagement opportunities. It includes a list of community associations and groups, local entities and jurisdictions, state and federal agencies, Native American Tribes, and businesses and non-profit organizations that the County will engage with during the periodic review process. In addition, the Public Participation Plan describes how we

expect to implement inclusive outreach and includes a timeline for project milestones and outreach activities.

Consistent with WAC 173-26-090, the County must prepare and disseminate a Public Participation Plan to invite and encourage public involvement in the Shoreline Master Program periodic review process. The Department of Community Development, with support from The Watershed Company and EnviroIssues, developed a draft Public Participation Plan and is seeking review and approval from the Board of County Commissioners before public release. The Public Participation Plan will also be submitted to the Department of Ecology as a deliverable for the Shoreline Master Program periodic review grant.

On October 20, 2020, project staff presented to the Kitsap County Planning Commission the purpose of the periodic review, proposed schedule, and Planning Commission and public engagement opportunities that are further delineated in the attached draft Public Participation Plan.

Attachments:

Kitsap County Shoreline Master Program Periodic Review 2020-2021 Public Participation Plan

Shoreline Master Program Periodic Review Overview – Presentation to Planning Commission October 20, 2020



Kitsap County Shoreline Master Program Periodic Review 2020-2021

Public Participation Plan



Draft: October 19, 2020

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Introduction

Kitsap County (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). The SMA requires each SMP be reviewed and revised, if needed, on an eight-year schedule established by the Legislature. The periodic review ensures the SMP stays current with changes in laws and rules, remains consistent with other County plans and regulations, and provides non-substantive clarifications to existing code.

A Public Participation Plan is required to describe how the County will encourage early and continuous public participation throughout the process of reviewing the SMP. This Public Participation Plan describes the steps the County will take, with support from The Watershed Company (Watershed) and EnviroIssues to provide opportunities for public engagement and public comment, as well as contact information. This plan is in addition to any other minimum requirements for public participation required by Kitsap County Code.

The County will develop documents outside of comment periods to keep the community updated on the project's status. These informational documents will be available online on the project website further detailed below. Comment period notices and other announcements will be posted online on the County's project website, through the County's GovDelivery notification system, social media, NextDoor, and shared through online open houses, study sessions with the Kitsap County Planning Commission and Board of County Commissioners per current COVID health and safety guidelines.

This plan is a working document and will be adjusted, as needed.

1.0 Public and Agency Goals

- Provide the public with timely information and opportunities to review and comment on the SMP review and potential amendments. These comments on the formal draft proposal will be forwarded to the advisory recommendation body, the Kitsap County Planning Commission and decision makers, the Kitsap County Board of Commissioners (Board) and Washington State Department of Ecology (Ecology).
- Ensure transparency and predictability throughout the process by engaging with the public early and often.
- Provide guidance to the public on best practices for writing and submitting comments on the draft SMP.
- Provide forums for formal public input throughout the review process and especially at key milestones prior to decision making by local officials and Ecology.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

2.0 Team Roles and Responsibilities

Name	Organization	Role
Kirvie Mesebeluu-Yobech	Kitsap County	Project Manager
Dave Ward	Kitsap County	Planning and Environmental Programs Manager
Kathlene Barnhart	Kitsap County	Technical Lead, Historic knowledge about last SMP update; Shoreline Application Reviewer
Liz Williams	Kitsap County	Planning Supervisor, Community Outreach Lead
Dan Nickel	Watershed	Consultant Project Manager
Jackie Dagger	Envirolssues	Consultant Outreach Lead

3.0 Public Engagement Opportunities

The County is committed to providing multiple opportunities for the public to learn about and be informed of the SMP update process early on with a formal public comment period anticipated in March of 2021. The County will take advantage of various modes of communication to inform the public and encourage their participation. Due to COVID guidelines, the County recognizes that we are in a period of time where in-person public involvement is not an option. Public engagement opportunities will follow current health and safety guidelines for Washington state, relying primarily on virtual and digital platforms. Opportunities will include:

3.1 Website: https://www.kitsapgov.com/dcd/Pages/SMP_review.aspx

The County has develop a SMP Periodic Review [webpage](#) on its [website](#) where interested citizens and community members may visit for status updates, draft documents, official notices, and other project information. This webpage will be the primary repository of all information related to the SMP periodic review process. An e-mail link for questions or comments will be provided. Website visitors will also be invited to sign-up for the County's SMP periodic review email list.

3.2 Online Open House

Watershed and Envirolssues will develop an online open house to launch the SMP Periodic Review process. This online open house platform will inform the public about the SMP review process, the topics that are subject for review, the project timeline, and future opportunities for public comment engagement. Watershed and Envirolssues will work with the County to develop notification materials including email notification and social media advertisements to ensure broad participation from all key partners and interested parties.

The online open house will kick-off with a virtual public meeting in winter 2020 hosted by the County and facilitated by Envirolssues. During the virtual meeting community members will learn about the content on the website and have the opportunity to ask clarifying questions directly to County staff.

Feedback on the topics that could be amended will be collected through the online open house until the close of the public comment period in March 2021. The public comments received will be compiled and posted on the County's project website.

3.3 Monthly Project Updates

The County will hold brief, monthly virtual project updates with planning and guidance support from Watershed and EnviroIssues. These monthly project updates are intended to connect with the public and provide current status and information throughout the SMP review process. Each project update will follow a similar format including a brief presentation on a topic related to the SMP process, a Q&A to respond to questions related to the topic, and open time for members of the public to ask questions about the SMP Periodic Review. Meetings will be held at a predictable time every month (e.g. the third Thursday).

Topics for project updates could include: Public participation plan overview, review of the project webpage, how to write and submit a public comment, the County's steps to finalize SMP documents.

3.4 Consultations

The County will offer consultations throughout the SMP review process with support from Watershed and EnviroIssues to connect with key communities including Community Advisory Committees, Department Advisory Group, local associations, minority and low-income communities, young residents of Kitsap County, property owners directly impacted by SMP legislation, and environmental interest groups. In a formal government to government approach, the County, with support from Watershed and EnviroIssues, will consult with the Port Gamble S'Klallam, Suquamish, Skokomish, Puyallup, and Squaxin Island Tribes. The County, with support from Watershed and EnviroIssues, will also consult with neighboring Cities and relevant agency staff. After the draft SMP is released for public comment, consultations will focus on collecting input from key communities on the draft amendments.

3.5 Notice Mailing List

The County will establish an e-notice mailing list of interested persons and organizations using GovDelivery. Members of the community will be able to sign up for the e-notice by visiting the County's SMP Periodic Review [webpage](#). Once the e-notice mailing list sign-up link is established, the County will also send a notification to contacts on related GovDelivery mailing lists to provide them with information on how to join the SMP Periodic Review mailing list. Notices will provide general information about the project, contact information for submitting comments, and times of public meetings or hearings.

3.6 News Media

The County will keep local news media, such as the Kitsap Sun and Kitsap Daily News outlet up to date on the process and receive copies of all official notices and communication materials.

3.7 Comment

The County will encourage interested citizens, associations, agencies, and Tribes to provide comments by using the County's online comment form, by letter or by email. All comments will be forwarded to the Board of County Commissioners and Ecology. The County's SMP Periodic Review website will be the central repository for information under consideration. Hard copies of SMP information under public

consideration may be provided at Kitsap regional libraries and Kitsap County Department of Community Development permit counter in a manner consistent with current Washington State health and safety guidelines.

3.8 Kitsap County Planning Commission

The Kitsap County Planning Commission is an advisory body that assists the Department of Community Development in carrying out its duties, including providing Findings of Fact and recommendations on proposed amendments to the comprehensive plan and development regulation. These Findings of Fact and recommendations are submitted to the Department of Community Development that are then forwarded to the Board of County Commissioners. The County will conduct numerous check-ins with the Planning Commission prior to a Department recommended draft and at least two work study sessions with the Planning Commission on the proposed amendments. Once the proposed amendments are released, a 30-day joint Planning Commission and Ecology comment period will commence including one public hearing. This will allow interested members of the public to comment on draft amendment documents for the SMP periodic review. Official notices will be published as required by Kitsap County Code.

3.9 Board of County Commissioners

The Board of County Commissioners will be the final local decision authority on the proposed SMP amendments and will send their final decision to Ecology for approval. Interested citizens are encouraged to participate in Commissioner public hearing in alignment with current Washington State health and safety guidelines. The Commissioners will have a comment period and public hearing that will encourage verbal and written comments, as described in Section 4, Public Comment, below. Official notices will be published as required by Kitsap County Code.

3.10 Additional Opportunities for Engagement

Kitsap County Youth

This SMP update is an opportunity to create a more engaged Kitsap County community for future updates. The County may invite younger County residents to engage in the SMP update by connecting with local colleges and classes focused on land use planning to invite them to review the online open house, join the e-notice mailing list and/or participate in monthly drop-in sessions.

4.0 Public Comment

The Board of County Commissioners will conduct a public hearing and comment period to consider public testimony on the SMP Periodic Review. The Commissioners will take into consideration Planning Commission's recommendation and public comments received during their formal comment opportunity stage of the project. The County will coordinate with Ecology on notice of comment periods to take advantage of Ecology's optional SMP amendment process that allows for a joint state/local comment period per WAC 173-26-104. Public notice of the joint public hearing with the Planning Commission will state the date/time, review body and location of the public hearing. Notices will be published per Kitsap County Code and e-notices sent to key partners, interested parties listed in section 5.0, and Department of Ecology.

5.0 List of Community Partners and Interested Parties

The County will engage the following community partners and interested parties:

Members of the Public

- Interested citizens
- Shoreline property owners
- Shoreline residents
- Former SMP Task Force Members

Tribal Governments/Commissions

- Suquamish Tribe*
- Port Gamble S'Klallam Tribe*
- Skokomish Tribe
- Puyallup Tribe
- Squaxin Island Tribe
- Point No Point Treaty Council
- Northwest Indian Fisheries Commission

*Reservation land in Kitsap Co.

County Officials

- Kitsap County Planning Commission
- Board of County Commissioners

Appointed and Separately Elected County

Departments and Services

- Public Works
- Parks
- Auditor
- Assessor
- Emergency Management
- Prosecutors Office

Other Local Government

- Cities
 - o Bainbridge Island
 - o Poulsbo
 - o Bremerton
 - o Port Orchard
- Ports
 - o Bremerton
 - o Brownsville
 - o Keyport
 - o Manchester
 - o Poulsbo
 - o Illahee
 - o Silverdale
 - o Tracyton

- o Waterman
- o Indianola
- o Kingston
- o Eglon

- Conservation district
- Public Utility district
- Sewer districts
- School districts
- Kitsap Public Health District

State Government

- Department of Ecology
- Department of Commerce
- Department of Fish and Wildlife
- Washington State Parks
- Department of Natural Resources
- Department of Transportation
- Department of Health
- Washington Department of Archaeology and Historic Preservation

Federal Government

- Naval Base Kitsap
 - o Keyport
 - o Bremerton
 - o Bangor
 - o Jackson Park
 - o Manchester
- US Fish and Wildlife Services
- NOAA Fisheries
- US Army Corps of Engineers
- US Navy

Associations and Community Groups

- Kitsap Alliance of Property Owners
- Kitsap Environmental Council
- Kitsap Building Association
- Kitsap Realtors Association
- Kitsap County Department of Community Development Advisory Group
- Central Kitsap Community Council
- Suquamish Citizen Advisory Council
- Manchester Citizen Advisory Council

- Kingston Citizen Advisory Council
- Keyport Neighborhood Group
- Illahee Community Group
- Driftwood Keys
- Edgewater Estates
- Holly Community Club
- Stavis Bay Homeowners Association
- Indianola Beach Improvement Club
- Friends of Miller Bay
- Hansville Greenway Association

Businesses

- Marina and boat
- Construction and real estate

- Fishing marine and related uses
- Shellfish growers and producers
- Waterfront commercial
- Tourism and lodging
- Agriculture

Non-profit organizations

- Great Peninsula Conservancy
- Washington Environmental Council
- Puget Sound Restoration Fund
- Economic development
- Recreational
- Agricultural

6.0 Inclusive Outreach

Based on demographic data pulled from the 2010 U.S. Census, Kitsap County is 83% White, 6% Hispanic, 5% Asian, 3% Black, 2% American Indian, 1% Pacific Islander. Census data also shows that 8% of households make less than \$15,000 a year.

In order to reach out to all demographic segments, including outreach to minority and low-income groups, the County will offer consultations to community organizations. Some examples of relevant organizations include [Kitsap Community Resources](#), League of Women Voters, and Kitsap Immigrant Assistance Center.

The County is also committed to providing accommodations to people with disabilities per the Americans with Disabilities Act (ADA). To request ADA accommodation for disabilities and/or materials in a format for the visually impaired, please reach out to the County using the contact information below.

Organization	Contact information
Kitsap County Department of Community Development	Amanda Walston 360-337-5777 awalston@co.kitsap.wa.us
Kitsap County Commissioners Office	Dana Daniels 360-337-5777 ddainels@co.kitsap.wa.us

7.0 Timeline

The following is a general timeline. The County will coordinate with Ecology throughout the periodic review process. A similar timeline will be posted on the County's SMP Periodic Review website.

Phase/Date	Project milestones	Outreach activities
Phase 1: Project Development and Initiate Public Participation (October – December 2020)	<ul style="list-style-type: none"> Public Participation Plan reviewed and approved by Board of Commissioners and Ecology Complete Consistency Analysis Report Board of Commissioners review and approve scope of SMP amendments 	<ul style="list-style-type: none"> Launch webpage on the County's website to announce SMP Periodic Review Outreach to engage community partners and interested parties to join e-notice mailing list Begin monthly project updates Launch online open house
Phase 2: Develop Code Updates (January – February 2021)	<ul style="list-style-type: none"> Draft SMP provided for public review SEPA Review Submit checklist to Ecology 	<ul style="list-style-type: none"> Refresh online open house Compile online open house comments and post to the County's webpage Post draft SMP amendments to the County's webpage Monthly project updates continue Consultations continue E-notice mailing list updates continue
Phase 3: Review and Analysis (February – April 2021)	<ul style="list-style-type: none"> 30-days public comment period Planning Commission study sessions Joint public hearing: Planning Commission and Ecology Response to public comments Planning Commission deliberations & adoption of Findings of Facts 	<ul style="list-style-type: none"> Monthly project updates continue E-notice mailing list updates continue Consultations continue to collect input on draft SMP documents through public comment period
Phase 4: Adoption Process (May – June 2021)	<ul style="list-style-type: none"> Board of County Commissioners work study and public hearing Submit draft amendments & checklist to Ecology for initial determination of consistency Receive initial determination from Ecology Make SMP changes per Ecology review Board of County Commissioners adoption of updated SMP SMP submittal to Ecology for final determination 	<ul style="list-style-type: none"> Monthly project updates continue E-notice mailing list updates continue Amended SMP documents are posted to the County's webpage

Kitsap County Shoreline Master Program

Periodic Review 2020-2021

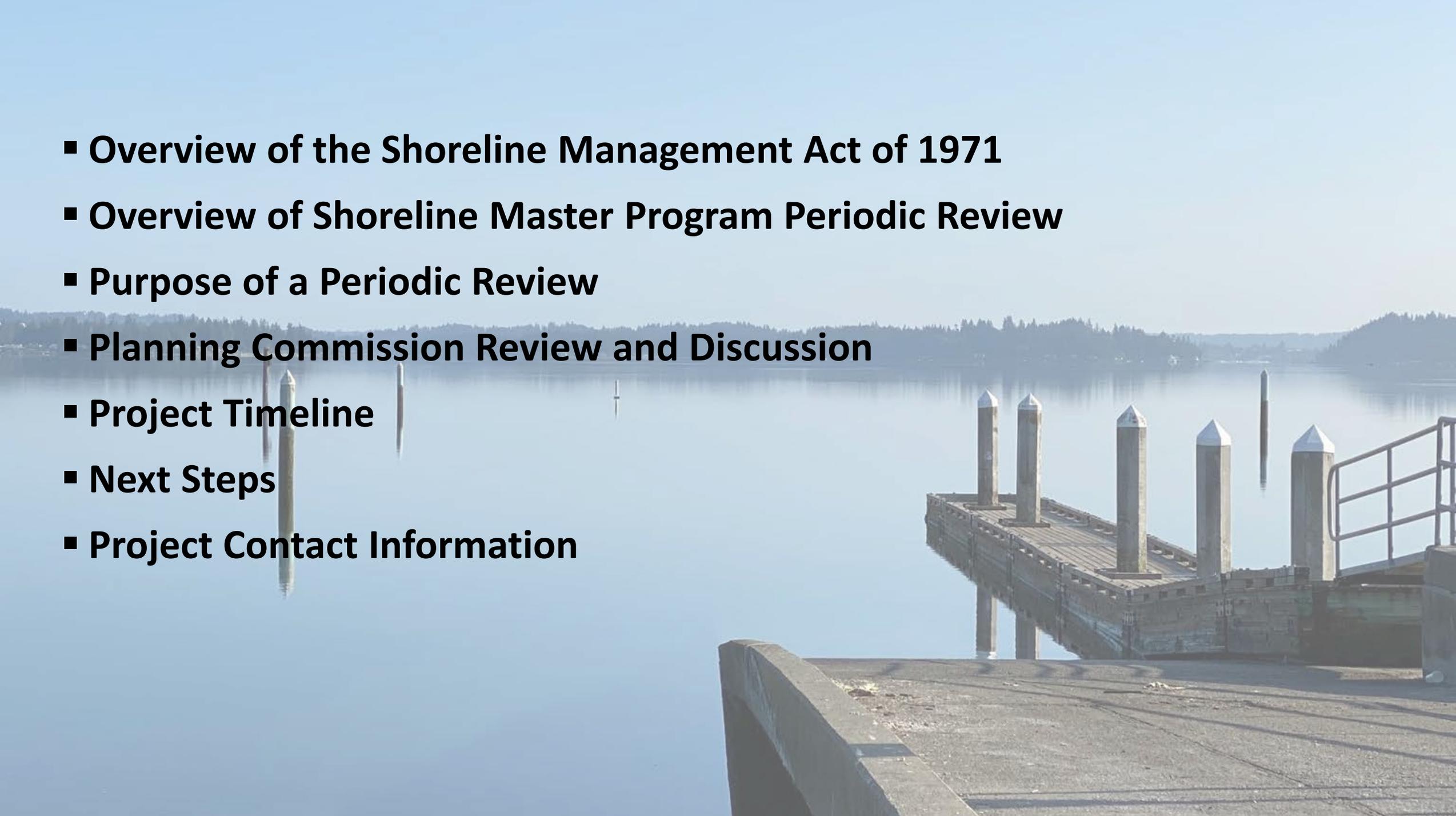
Planning Commission Overview

October 20, 2020



Presented by: Kirvie Mesebeluu-Yobech, Environmental Planner



- 
- **Overview of the Shoreline Management Act of 1971**
 - **Overview of Shoreline Master Program Periodic Review**
 - **Purpose of a Periodic Review**
 - **Planning Commission Review and Discussion**
 - **Project Timeline**
 - **Next Steps**
 - **Project Contact Information**

Overview - Shoreline Management Act of 1971

- Overarching goal “to prevent the inherent harm in an uncoordinated and piecemeal development of the state’s shorelines.”
- Applies to all 39 Washington state counties and about 250 towns and cities
- Shorelines of statewide significance
- SMA policies
 - Shoreline use
 - Environmental protection
 - Public access
- RCW 90.58.080(4) Periodic review is required under the Shoreline Management Act



Overview - Kitsap County Shoreline Master Program Periodic Review

- Guide future development of shorelines in Kitsap County
- Periodic review required every eight years – **Due June 30, 2021**
- Early and continuous public participation and engagement
- Joint local/state public hearing



Purpose of a Shoreline Master Program Periodic Review

01

Align the SMP with applicable state laws and guidelines in effect at the time of the review;

02

Assure consistency of the SMP with the County's comprehensive plan and development regulations; and

03

Provide non-substantive clarifications to existing code that reduce burden for property owners and reviewers.

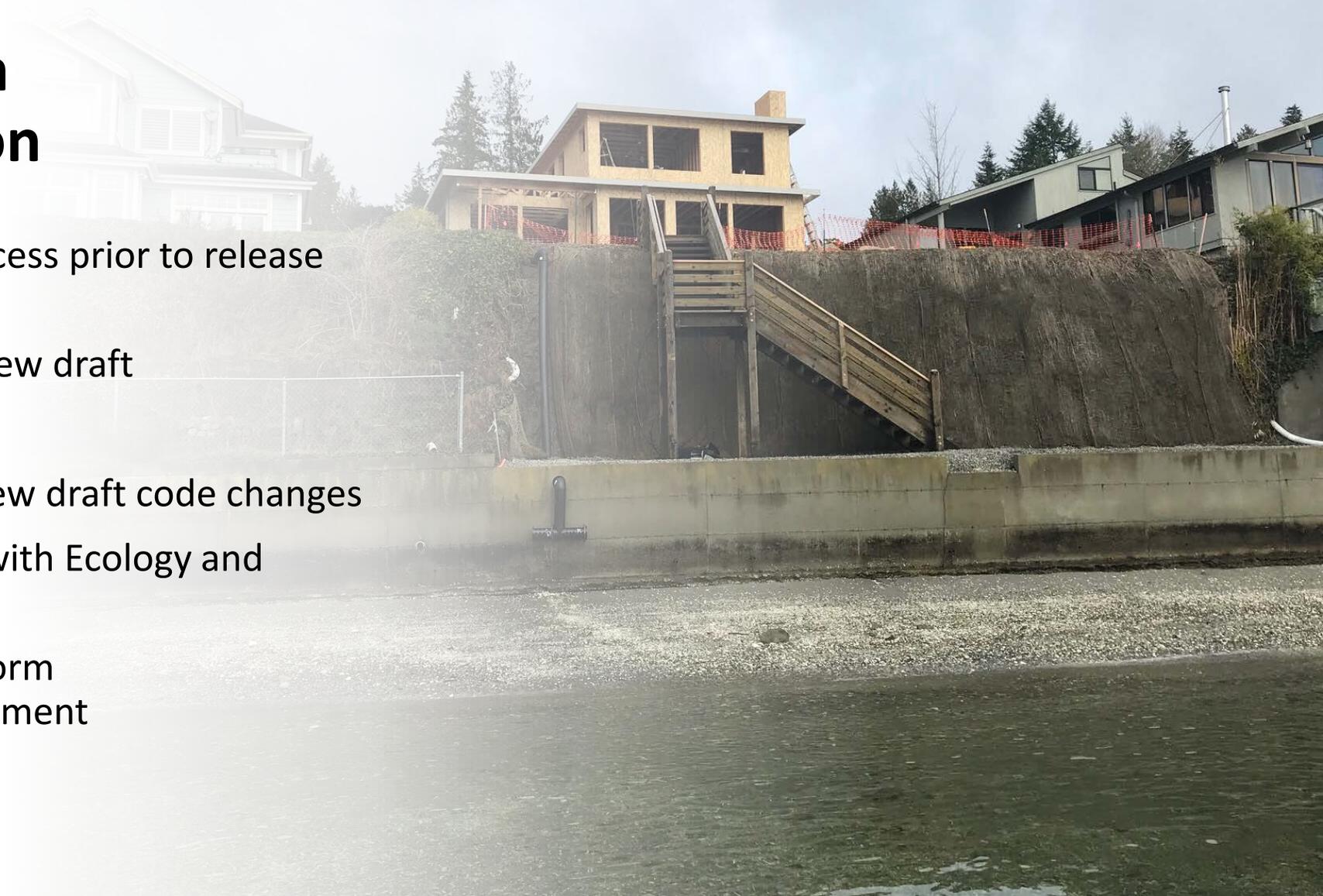
What the Periodic Review is not ...

The periodic review process does not include review of ecological functions and baseline conditions
The periodic review process does not include substantive updates to the Shoreline Master Program

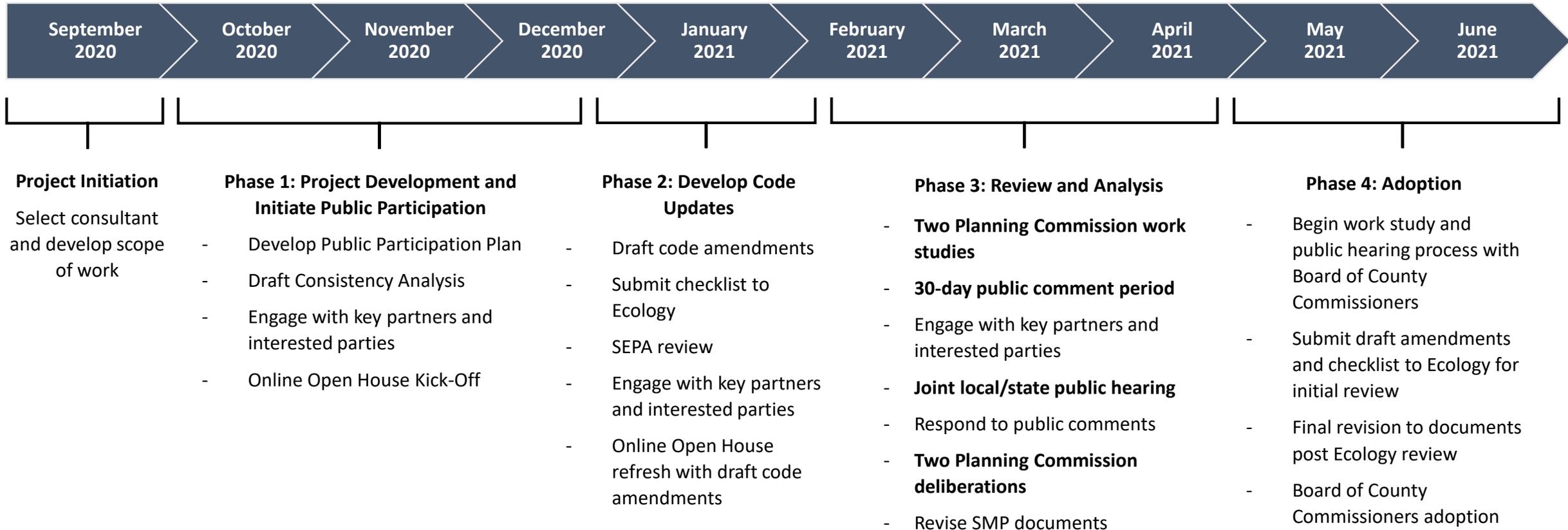


Planning Commission Review and Discussion

- Project updates throughout process prior to release of public review draft
- Department releases public review draft
- 30-day public comment period
- Two work study sessions to review draft code changes
- Joint local/state public hearing with Ecology and Planning Commission
- Two deliberation sessions to inform recommendations to the Department



Project Timeline





Next Steps

- Finalize Public Participation Plan with Board of County Commissioners and submit to Ecology
- Develop Consistency Analysis Report
- Launch online open house in December
- Planning Commission project update in December



Kitsap County Shoreline Master Program Periodic Review 2020-2021

- Main project contact:
Kirvie Mesebeluu-Yobech, Environmental Planner
kyobech@co.kitsap.wa.us
360-337-5777
- Project website:
https://www.kitsapgov.com/dcd/Pages/SMP_review.aspx

