

Spokane County Shoreline Master Program Periodic Update: 2021 Timeline & Public Participation Plan

Timeline:

	Workflow Step	Grant Deliverables	Public Process	Notes/ Comments	Time Duration to Complete	Date Completed
1	Draft Public Participation Plan and Submit to Ecology	March wk. 1				3/5
2	Ecology Reviews and sends comments if necessary	March wk. 2			1 week	3/5-3/11
3	County reviews effective SMP for consistency with periodic review requirements (Checklist)	3/8-3/15		Checklist review currently under way	1 week	
4	County finalizes PPP and begins implementation of document, i.e. updates webpage, posts documents, sends press release to paper...	3/17		Hosted on existing County website		
5	Agency and Stakeholder Virtual Kickoff Meeting	3/18-4/1 @2:30pm-4:00pm		Ecology sends to state partners, federal partners, and tribes County sends to all local jurisdictions.		
6	Submit Draft 1 SMP and Checklist	3/26		The checklist and Draft SMP need to be submitted together. They are dependent on one	10 days	Goal: Send to County on 3/19 for review

				another and one cannot be reviewed without the other.		
7	Ecology Preliminary Reviews Draft 1 SMP and checklist and sends County back comments	4/2		Ecology will only send big changes; these are changes that must be updated.	1 week	Sent to Ecology 3/25
8	County updates SMP and checklist in response to comments and submits Draft 2 SMP and checklist	4/12		I recommend that this and the initial determination review are consolidated into one review for Ecology to streamline the process	1 week	
9	Posts Planning Commission Workshop Agenda	5/6			2-3 days	
10	Planning Commission Public Workshop	5/13	Dual engagement online participation and in person social distancing	Public input, DoE checklist and amendments review, revisions		
11	Submit Legal Notices (newspaper notice) to Ecology for Review and the Notice that is posted on the website and sent out to agencies.	5/7		Templates Provided by Ecology. Use County's legal notice for the newspaper. Ecology can provide a template legal notice for the newspaper.	1 week	

12	County submits GMA 60-day Notice of Intent to Adopt Regulations.	(60 Days) 5/17-7/15		All of these steps are required prior to the submittal for the initial determination	60 days- I recommend running the other comment periods concurrently within this 60-day period.	
13	Ecology/ County (joint) hold 30-day Public Comment Period and SEPA Determination (template from Eco.)	5/17-6/16		County responsible for responding to all comments received. Ecology has a matrix template.	30 days comment period. Minimum 14-days for SEPA. One page add, work with Ecology to determine when the ad will be released. Ecology or County may have a completed SEPA checklist from the 2013 update.	
14	Planning Commission and Ecology hold Joint Public Hearing and make recommendation to BOCC adopt SMP Amendments	6/17		This meeting can overlay with item 15. Optional dates to overlap – May 27 (alternative meeting date)		
15	BOCC Adopt SMP Amendments	6/29				

16	Ecology reviews submittal for completeness (WAC 173-26-120(1)(a))	07/2021		<p>Initial determination package includes</p> <ul style="list-style-type: none"> - Draft - Comment matrix - CAO appendix - Approval documentation from the BOCC 	<p>Up to 30 days. First 15-days – Ecology review, confirm correct documents are provided Last 15-days – Ecology review (Lauren) and Ecology policy staff review. Will receive a formal letter, initial determination</p>	
17	Ecology sends notice to County of complete submittal or requests documents for consistency with WAC 173-26-110	08/2021			Email confirmation from Ecology – formal letter	

Public Participation Plan

Introduction

Spokane 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 review ensures the SMP stays current with changes in laws and rules, remains consistent with other Spokane County plans and regulations, and is responsive to changed circumstances, new information and improved data.

A Public Participation Plan is required to describe how Spokane County will encourage early and continuous public participation throughout the process of reviewing the SMP. This Public Participation Plan describes the steps that Spokane County will take to provide opportunities for public engagement and public comment, as well as Spokane County's contact information and web addresses.

This plan is in addition to any other minimum requirements for public participation required by Spokane County Code. 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 (including a minimum of one public hearing) 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

Spokane County is committed to providing multiple opportunities for public participation throughout the SMP periodic review and update process.)

2.1 Website and Social Media

Spokane County's existing SMP-specific webpage (<https://www.spokanecounty.org/616/Shoreline-Master-Program>) will be updated to include SMP Periodic Review content where interested parties can access status updates and materials, draft documents, official notices, minutes and other project

information. This webpage will be the primary repository of all information related to the Periodic Review process. In addition, the page will include Spokane County Planning staff and/or consultants to contact for more information and an email link for questions and comments.

2.4 Notice mailing list

An email list of interested parties will be established by Spokane County. 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 Building and Planning Department.

2.5 Comment

Interested parties will be encouraged to provide comments to Spokane County by letter or email. All comments will be forwarded to the Spokane County Planning Commission and Board of County Commissioners at the time of their respective formal reviews. The SMP Periodic Review & Update webpage will be the central repository for information under consideration.

Documents will be available for review at the Spokane County Building & Planning Department, and copies will be provided at the established copying cost. In addition to sharing comments in written form, the public is also invited to participate in public meetings. Prior to adoption of the SMP by the Department of Ecology, at least one public hearing will be held in accordance with RCW 90.58.120.

2.6 Planning Commission

The Planning Commission will be the primary forum for detailed review and recommendations to the Board of County Commissioners. Interested parties are encouraged to attend and provide comments during the Planning Commission deliberations and/or workshops, hosted open house, or public hearing. Official notices will be published as established in the County's policy.

2.7 News media

The local news media will be kept up-to-date on the Periodic Review process and receive copies of all official notices.

3.0 List of stakeholders

Through the focused public participation process, Spokane County will provide opportunity for engagement from the following stakeholders:

- Spokane County residents
- Affected Spokane County Departments
- Affected Local Governments with Spokane County (cities, towns, special districts, etc)
- Affected State and Federal agencies of jurisdiction
- Spokane County Conservation District
- Spokane County Planning Commission
- Spokane County Board of County Commissioners
- Spokane Tribe of Indians
- Identified Spokane County Neighborhood Groups
- Futurewise
- Spokane Riverkeepers
- Cities and Towns within Spokane County (City of Spokane, City of Spokane Valley, etc)
- Neighboring Jurisdictions (Stevens, Pend Oreille, Whitman, and Lincoln Counties)

4.0 Public Comment Periods and Hearings

Spokane County Planning staff will conduct a joint public workshop with local Washington State Department of Ecology staff to provide an overview of the process and provide initial information about where parties may comment. The Spokane County Planning Commission will hold one anticipated public hearing to solicit input on the Periodic Review. Depending on interest and testimony during the Planning Commission public hearing, Spokane County may elect to hold one or more additional public hearings before final adoption. Recommendations of the Planning Commission, following a public hearing, will be forwarded to the Spokane County Board of County Commissioners (BoCC) for final review and consideration. The BoCC may elect to make a decision with or without additional public hearings prior to forwarding its final decision to the WA State Department of Ecology for final approval.

Spokane County will coordinate with the Department of Ecology on public notification of comment period(s) and hearing(s) 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 County policy and comply with all other legal requirements such as the Americans with Disabilities Act. A notice will be sent to the email list (2.4, above) and the Department of Ecology.

5.0 Spokane County and Ecology Combined Timeline with Public Participation

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

2021							
	March	April		May	June		July-Aug
Date	3/5	4/1	5/13	5/17	6/17	6/29	7/1 – 8/31
Outreach	Spokane County, SCJ, & Ecology	Agencies & Civic Groups	Planning Commission Public Workshop (Special Meeting)	Notice of Intent (NOI) to Adopt / Public Hearing Notices	Planning Commission / Ecology Joint Public Hearing <i>NOTE: Ecology Comment period ends 6/16</i>	BOCC Meeting	SMP adopted by County & submitted for final approval to Ecology
Details	Project virtual kickoff meeting	SMP virtual kickoff meeting	Dual engagement: online participation and in person social distancing for all stakeholders	GMA: 60 day notice Ecology/County: 30 day notice	Public and stakeholder Input for draft SMP amendments	Discussion and Motion	Submittal to Ecology
Action	Discuss and confirm project scope, timeline, and public engagement plan	Engage, agencies and civic groups in SMP compliance update process.	stakeholder input, DoE checklist and amendments review, revisions	NOI to Commerce, Ecology, all stakeholders	Recommendation to BOCC of adoption of SMP amendments	Adoption of SMP amendments	Prepare responsiveness summary from public hearing, submit adopted draft to Ecology with response from Ecology by Aug.

Facebook – Facebook live (workshop idea)

*Continuous updates with Planning Commission and County Commissioners, all meetings publicly noticed

*On-going project updates on County Website