

City of South Bend
Shoreline Master Program Periodic Review
Public Participation Plan

1. Introduction

The City of South Bend is undertaking a periodic review of its Shoreline Master Program (SMP). The Shoreline Management Act (SMA) requires each SMP be reviewed, and revised if needed, on an eight-year schedule established by the Legislature, in accordance with WAC 173-26-090. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other city plans and development regulations, and is responsive to changed circumstances, new information, and improved data.

2. Public Participation Plan

The SMP Periodic Review process requires the city to prepare a Public Participation Plan that describe how it will encourage early and continuous public participation throughout the process of reviewing the SMP.

The plan describes the steps that the city will take to provide opportunities for public engagement and public comment, as well as the city's contact information and web addresses. This plan is in addition to any other minimum requirements for public participation required by the South Bend Comprehensive Plan. This plan is a working document and the city will adjust it as needed to allow for the greatest and broadest public participation possible.

3. Public Participation Goals

The basis of the Public Participation Plan is to achieve five 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 at project milestones prior to decision-making by local officials.
- ▶ Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and interested non-governmental organizations.

4. Public Participation Opportunities

The city will implement its public participation goals during the Periodic Review through the following methods:

4.1. Documents at City Hall

All documents relating to the SMP Periodic Review will be available at the South Bend City Hall. Copies requested by the public will be available at the established copying cost.

4.2. SMP Website

The city will maintain a SMP Periodic Review website where interested parties can access and download status updates, draft documents, official notices, minutes, and other project information. The website will be the primary repository of all information related to the Periodic Review process. The page will include who to contact for more information and an email link for questions and comments.

4.3. Survey

The city will create an on-line community survey to ask for ideas, comments, and concerns from interested parties on the SMP Periodic Review. The website will post the results from the community survey.

4.4. Mailing List

The city will establish an email list of interested parties to share information about current progress and participation opportunities during the Periodic Review process. Any individual, agency, or organization may request being added to the list by contacting City Hall at (360) 875-5571.

4.5. Submitted Comments

Stakeholders may provide comments to the city by letter or email at any time during the SMP Periodic Review process. The city will maintain a record of all

comments it receives, make them available to the Planning Commission and the City Council, and post them on its SMP Periodic Review website.

4.6. City Planning Commission Meetings

The South Bend City Planning Commission will be the primary forum for reviewing and revising the SMP. The Planning Commission anticipates holding two SMP work sessions before it holds a public hearing with the Department of Ecology. After holding its Joint Public Hearing and considering Ecology's Initial Determination, the Planning Commission will make a recommendation to the City Council. Interested parties are encouraged to attend and provide comments during the Planning Commission meetings and the public hearing. The Planning Commission meets every second and fourth Tuesday of each month.

4.7. News Media

The city will inform local news media on the Periodic Review process and provide them with copies of all official notices.

4.8. List of Stakeholders

The city will establish an initial email list of stakeholders who will receive notifications from the city about its SMP Periodic Review process. The city will add other interested stakeholders to this mailing list upon request. An initial list of stakeholders include:

- ▶ Individuals currently on city mailing lists
- ▶ Pacific County Planning Department
- ▶ Pacific County Economic Development Council
- ▶ Pacific Conservation District
- ▶ Pacific County Marine Resources Committee
- ▶ City of Raymond
- ▶ Washington Department of Archaeology & Historic Preservation
- ▶ Washington Department of Ecology
- ▶ Washington Department of Fish and Wildlife
- ▶ Washington State Parks
- ▶ US Army Corps of Engineers, Seattle District

- ▶ West Coast Ocean Alliance
- ▶ South Bend Merchants Association
- ▶ Surfrider Foundation
- ▶ Shoalwater Bay Tribe

4.9. Public Comment Periods and Hearings

The city will coordinate with the Department of Ecology on the joint review public comment period and public hearing in accordance with the optional SMP amendment process that allows for a combined state-local comment period as provided under WAC 173-26-104.

The city will publish notice of the required 30-day joint comment period and include information about the Planning Commission-Department of Ecology Joint Public Hearing. After conclusion of the public hearing, the Planning Commission will consider comments received and Ecology's Initial Determination, then make a recommendation to the City Council regarding adoption of the city's SMP periodic review amendment.

All notices published by the city will be consistent city procedures and comply with all other legal requirements, such as the Americans with Disabilities Act. In addition to the newspaper of record, the city will inform stakeholders on its e-list about comment periods and the public hearing.

4.10. Public Participation Timeline

There will be specific public participation activities throughout the SMP Periodic Review process. The city's SMP Periodic Review website will post current dates regarding participation activities and any deadlines for comment. The city will inform or coordinate its activities with the Department of Ecology.

The approximate timeline below anticipates when these activities will happen.

September 2021

- ▶ Upload the SMP Periodic Review website
- ▶ Provide email messages about current SMP Periodic Review activities
- ▶ Planning Commission introductory meeting for the SMP Periodic Review
- ▶ Release of SMP Periodic Review Survey

October – December 2021

- ▶ Provide email messages about current SMP Periodic Review activities
- ▶ Close of SMP Periodic Review Survey/Posting summary on website
- ▶ Planning Commission briefing on comments and potential draft changes
- ▶ Provide email messages about current SMP Periodic Review activities
- ▶ Begin Department of Ecology, state agencies, and public comment period, including environmental review

January 2022

- ▶ Provide email messages about current SMP Periodic Review activities
- ▶ Planning Commission – Department of Ecology Joint Hearing
- ▶ Summarize comments and response; consider Ecology's Initial Determination

February-March 2022

- ▶ Provide email messages about current SMP Periodic Review activities
- ▶ City Council consideration of Planning Commission recommendation and introduction of adoption ordinance
- ▶ Submission of final SMP to Department of Ecology

5. City SMP Periodic Review Contacts

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