I. Introduction

The City of Oak Harbor is undertaking a periodic review of its Shoreline Master Program (SMP), consistent with the state Shoreline Management Act (SMA; RCW 90.58) and the Washington State Department of Ecology’s (WDOE) Periodic Review Rule set forth in WAC 173-26-090. Oak Harbor comprehensively updated its SMP beginning in 2010 and culminating with local adoption in December 2012 and WDOE adoption in December 2013.

The SMP is both a planning document that sets policy and a regulatory document that establishes use and development regulations for the City’s shoreline areas, which include adjacent upland areas within 200 feet of designated shorelines. The primary policy objectives of the SMA are to: encourage water-dependent and water-oriented uses; protect the shoreline ecology and natural resources; and promote public access. Since public use and enjoyment of the shorelines is a principal policy of the SMA, it is imperative that the public has opportunities to participate in the process. This Public Participation Plan identifies goals and strategies to ensure such participation occurs.

II. Public Participation Goal

The SMA and SMP guidelines (RCW 90.58.130 and WAC 173-26-090) require that local governments inform the people of the state about the planning process and invite and encourage participation by all who have any interest or responsibility related to the shorelines. The goal of the Public Participation Plan is to provide a guide to proactively encourage public participation throughout the SMP periodic review process. The City of Oak Harbor is committed to encouraging coordinated and effective public involvement.

III. Roles and Responsibilities

A. City Staff

The City of Oak Harbor is responsible for all aspects of the SMP periodic review. The City will be the primary regulator, with WDOE acting in a support and review capacity. WDOE must approve new or amended SMP’s. The optional joint review process (WAC 173-26-104) with WDOE is incorporated into the target timeline.

The work of staff includes, but is not limited to:

- project management;
- documenting and keeping records;
- fulfilling SMP periodic review requirements;
- coordinating with WDOE and other agencies as appropriate;
- informing decision makers of SMP legal requirements;
- coordinating public outreach and involvement;
- addressing and integrating public input in a transparent manner; and,
• apprising the Planning Commission, City Council and interested parties of project progress and key policy and regulatory options.

The primary contacts for Oak Harbor’s SMP periodic review are:

Dennis Lefevre, AICP, Senior Planner \nCity of Oak Harbor \n865 SE Barrington Drive \nOak Harbor, WA 98277 \n(360) 279-4513 \ndlefevre@oakharbor.org

Steve Powers, AICP, Development Services \nCity of Oak Harbor \n865 SE Barrington Drive \nOak Harbor, WA 98277 \n(360) 279-4511 \nsowers@oakharbor.org

B. Planning Commission and City Council
City staff will take key policy and regulatory decisions to the Planning Commission and City Council in phases, prior to review of the entire draft document. The Planning Commission will review proposed SMP policy and regulation amendments and provide feedback to staff. Staff will present a draft document to the Planning Commission with their recommendation being forwarded for City Council consideration. The City Council represents the local legislative approval body prior to submittal to WDOE.

C. Washington State Department of Ecology (WDOE)
WDOE will act in a support and review capacity and must approve changes to the SMP. State law establishes a cooperative program of shoreline management between local government and the state in conformance with WAC 173-26-090(b).

IV. Public Participation Strategy
A. Key Parties
The City of Oak Harbor will make all reasonable efforts to inform, fully involve and encourage participation of all interested persons and private entities, tribes, and agencies of the federal, state, or local government having interests and responsibilities relating to shorelines of the state and the SMP.

To date, the City of Oak Harbor has identified the following key parties, technical resources, or other stakeholders that may participate in the SMP periodic review process:

Members of the Public
• Residents city-wide
• Property/business owners in the shoreline jurisdiction
• Other citizens of the state.
Environmental Stakeholders
- Whidbey Environmental Action Network
- Whidbey Island Conservation District
- Island Local Integrating Organization
- Island County Marine Resources Committee
- Island County Water Resources Advisory Committee.

City of Oak Harbor Departments
- Administration
- Development Services Department
  - Planning
  - Building
  - Marina
- Legal
- Public Works
  - Parks & Recreation.
  - Wastewater Collections & Storm Drain

City of Oak Harbor Officials
- City Council
- Planning Commission

Tribes
- Lummi Nation
- Samish Indian Nation
- Stillaguamish Tribe of Indians
- Suquamish Tribe
- Swinomish Indian Tribal Community
- Tulalip Tribes
- Upper Skagit Tribe.

Other Local Government
- Island County Planning & Community Development

Business Community
- Oak Harbor Chamber of Commerce

State & Federal Agencies
- Washington Department of Archaeology and Historic Preservation
- Washington Department of Commerce
- Washington Department of Ecology
- Washington Department of Fish & Wildlife
B. Public Outreach Program
The City of Oak Harbor will set up a public outreach program to ensure that special interest
groups and the broader population is informed and have opportunities to participate in this
periodic review. Some key elements of this program include:

Public Media
- Website – A page will be added to the City’s current website where interested citizens
can access draft documents and maps, view the schedule, check for meeting notices,
obtain contact information and submit comments. This will create one central location
where the latest information can be obtained.
- Facebook – Visitors to the City’s Facebook page will find links to other platforms for
additional information. Comments posted will be cataloged.
- YouTube – Interested public may view previous Planning Commission and City
Council meetings to obtain information on this review.

Direct Distribution
An email list of interested parties will be created and maintained by the City. The list will be
used to notify interested parties regarding the progress of the periodic review and opportunities
for public participation. Interested parties may be added to the list by indicating their
preference to be included in the distribution of information on the city’s website or by
contacting the City’s Development Services Department.

News Media
The official City newspaper (Whidbey News-Times) will be kept up-to-date on the periodic
review process and receive copies of all official notices. Notices will be sent to the local news
media to announce upcoming public participation opportunities, and/or provide information at
key milestones.

Other Distribution Sites
Notices of upcoming meetings as well as periodic draft documents will be located at various
city locations. Such locations will include: Oak Harbor City Hall; Oak Harbor Library; Oak
Harbor Public Works Department; and, Oak Harbor Chamber of Commerce.

V. Public Participation Timeline

A. Anticipated Timeline
The following target timeline is intended to provide anticipated opportunities for public
participation at Planning Commission meetings and City Council workshops and regular
meetings. Also included are other key steps in this process. Public open houses or stakeholder meetings will be scheduled on an as-needed basis and will be noticed well in advance of the event.

**Target Timeline**

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