



***CITY OF OAK HARBOR***  
**SHORELINE MASTER PROGRAM**  
**PERIODIC REVIEW**  
**PUBLIC PARTICIPATION PLAN**



June 2019 (Updated October 2019)

## **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:

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**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

- Washington Department of Natural Resources
- Naval Air Station – Whidbey Island
- US Fish & Wildlife Service

## **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

<b>City of Oak Harbor Timeline Highlights &amp; Public Participation Opportunities</b>	
February 2019	Planning Commission (PC) meeting (overview)
February 2019	City Council (CC) workshop (overview)
June 2019	PC meeting (scoping)
August 2019	CC workshop (scoping/options)
September 2019	CC workshop (grant app/draft RFP)
October 2019	CC meeting (grant app approval 10/15)
	CC workshop (update 10/23)
November 2019	PC meeting (update 11/26)
	Consultant (solicitation/selection)
January 2020	Consultant (PSA)
	CC workshop (consultant/draft update 1/22)
	PC meeting (consultant/draft update 1/28)
February 2020	PC meeting (consultant update 2/25)
	Consultation w/DOE
March 2020	Stakeholders' meeting
	PC meeting (initiate draft review 3/24)
	CC workshop (initiate draft review 3/25)

April 2020	PC meeting (continue draft review 4/28)
	SEPA/Determination
May 2020	PC meeting (distribute final draft amendment 5/26)
	Consultation w/DOE
June 2020	GMA 60-day notice
	CC workshop (distribute final draft amendment 6/24)
	Concurrent comment period (local/state)
July 2020	Local response to comments
August 2020	DOE initial consistency determination
	PC public hearing (8/25)
September 2020	CC public hearing/adoption
	Submittal to DOE
October 2020	DOE review for completeness
November 2020	DOE review and approval