

City of Poulsbo
2014 Zoning Ordinance Amendment
Marijuana Related Uses
Public and Agency Participation Plan

Introduction:

The Growth Management Act requires local governments to establish a public participation program for the evaluation and update of its comprehensive plan and development regulations. Poulsbo Municipal Code (PMC) Section 19.01.055 further develops the requirements of the public participation program in the City of Poulsbo. This public and agency participation plan describes the steps that the City of Poulsbo will take to involve the community. The purpose of the public and agency participation and outreach plan is to inform the public, agencies with jurisdiction, and other interested parties about the proposed amendments to the zoning ordinance.

Public and Agency Participation Goals:

- To provide the public with timely information, an understanding of the process, and opportunities to review and comment on the comprehensive plan amendments, and to have these comments forwarded to the City's decision makers.
- Ensure that information about the process is provided to the public early in the process and at regular intervals thereafter, to maximize public awareness and participation in the process.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the amendment process and the future of Poulsbo land uses and the City's Comprehensive Plan.
- Encourage the public to informally review and comment on the update throughout the process.
- Incorporate public comment into the local government's review process prior to significant milestones or decision making.
- Provide forums for formal public input at milestones prior to decision making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

Information Availability:

All documents related to the 2014 Zoning Ordinance Amendment – Marijuana Related Uses will be available for public review. The primary clearinghouse for information related to the amendments is the City's website— www.cityofpoulsbo.com – where meeting dates, official notices, updates on process, notice of application and environmental review, public hearing notices, and findings of fact, will be posted. An e-mail link for questions or comments will also be provided at the website. Documents will also be available for review at Poulsbo City Hall. Copies will be provided at a reasonable cost. Official notices will be published in the North Kitsap Herald and posted in the Poulsbo Post Office, Poulsbo library, and Poulsbo City Hall notice boards. The local news media will be notified of the Type IV permit and a city staff contact will be provided.

A mailing list of interested persons and organizations to receive notices regarding meetings will be maintained. Notice will be provided either by mail or e-mail. Individuals interested in being on the mailing list should contact the Poulsbo Planning Department at (360) 394-9882. Planning Commission and City Council meetings are recorded. Recordings are available for public review or purchase.

How to Comment:

Comments may be provided to the City at any time during the process. Written comments will be taken by the City and forwarded to the recommendation and decision making bodies as part of the record. Send written comments to City of Poulsbo Planning Department, 200 NE Moe Street, Poulsbo, Washington 98370, or fax them

to (360) 697-8269. In addition to receiving comments through regular postal mailing and fax, comments may be sent to planninginfo@cityofpoulsbo.com. To ensure consideration, all written comments must be received by the City prior to close of the zoning ordinance amendment public hearings.

Verbal public comments will be taken at Planning Commission and City Council Public Hearings for those who wish to address the recommendation and decision making bodies.

Public and Agency Review Timeline:

Please note dates identified as “tentative” are subject to change. Visit the City’s website (www.cityofpoulsbo.com) for the most up-to-date information.

- 4/1/14 Notice of development regulation amendment forwarded to Washington State Department of Commerce.*
- 4/11/14 Notice of Application and Optional DNS published, distributed and posted.*
- 4/22/14 Planning Commission Public Hearing Notice published and posted.*
- 4/25/14 NOA/SEPA comment period over.*
- 4/28/14 SEPA threshold determination issued.*
- 4/28/14 Staff Report Issued.*
- 5/13/14 Planning Commission Public Hearing.*
- 5/23/14 City Council Public Hearing Notice published and posted.*
- 6/4/14 City Council Packet w/Planning Commission Recommendation distributed.*
- 6/11/14 City Council Public Hearing.*