



## CITY OF POULSBO

### NOTICE OF APPLICATION and Optional DNS 36.70B.110

#### 2016 NPDES Permit Code Amendment Package

**Adopt DOE 2012 Stormwater Management Manual (as amended 2014)  
and amend various sections of the Poulsbo Municipal Code to incorporate  
Low Impact Development (LID) principles and best management practices**

#### **Type IV Permit**

**Planning File:** 2016 NPDES Permit Code Amendment Package

**Date of Application:** September 23, 2016

#### **Summary of Proposed Application:**

The City has prepared an amendment package to various sections of the Poulsbo Municipal Code in order to adopt the Department of Ecology 2012 Stormwater Management Manual for Western Washington as amended in December 2014; and amendments to development regulations in order to incorporate Low Impact Development (LID) principles and best management practices. Both of these are requirements of the Washington Department of Ecology and must be completed by December 31, 2016.

The Draft Poulsbo Municipal Code Amendments Package to adopt the 2014 DOE Stormwater Manual and amendments to incorporate LID principles and best management practices, overview memo and public participation plan are attached to this email and are available at the link below. All pertinent documents will be posted to this link as the public review process progresses: <http://www.cityofpoulsbo.com/publicworks/PoulsboMunicipalCodeDraftTitle14.04-TransportationConcurrency.htm>

The 2014 Manual represents a shift in the development process which puts an emphasis on protecting areas which are well suited to handling stormwater. The 2014 Manual requires that all projects shall complete LID feasibility analysis and implement LID best management practices to the extent feasible. The primary LID principles and BMPs to be incorporated are: (1) Measures to minimize impervious surfaces; (2) Measures to minimize loss of native vegetation; and (3) Other measures to minimize stormwater runoff. Conventional stormwater management has led to large storm facilities in one location; the 2014 Manual will result in more numerous but smaller facilities which may look more natural. Installation of rain gardens on individual lots, bioretention areas near parking lot islands, pervious driveways, and infiltration areas will take precedence over the use of conventional systems. The purpose of the code updates is to remove barriers to LID implementation within City codes and standards. Some LID features and facilities are not supported by staff, for example pervious public roadways, due to a number of reasons including maintenance and safety issues.

Six municipal code sections and portions of the City construction standards were identified as part of the LID code review process. In general these amendments and revisions serve to allow LID and clarify where and what type of facility is acceptable. In addition, some non-LID stormwater code revisions to PMC 13.16 and 13.17 are included which provide clarifications, procedural revisions, and compatibility with the current NPDES Permit.

A summary of all amendments is in the following table. The full package should be reviewed for specific revision and amendment language.

### SUMMARY OF LID AMENDMENTS

Amd. #	PMC Section to be Amended	Title/Topic	Summary of Proposed Change
1	12.02 Construction and Development Standards	Adopt 2014 DOE Stormwater Management Manual for Western Washington	Adds 2014 DOE Stormwater Management Manual and deletes manuals and sections no longer relevant
2	13.16 Storm Drainage Utility	Storm Drainage Utility/ Use of Funds	Adds clarification that funds support NPDES Permit compliance
3	13.17 Stormwater Management	Requirement for LID and General Stormwater Management Requirements	Makes LID the preferred and commonly used approach to site development; identifies additional amendments
4	15.35 Clearing & Grading	15.35.060 Application Required	Adds soils and infiltration areas that are to be protected to the required site plan content
		15.35.073 (new) Protection Measures	Add measures to be used to protect site features that support LID
5	16.20 Critical Areas	16.20.235.F Low Impact Development	Clarifies when storm water facilities and LID BMPs are allowed in wetland buffers
6	18 Zoning	18.130.040 Landscaping/ General Provisions	When feasible, LID features can be integrated into landscape plans
		18.130.050 Landscaping/ Installation	Compost amended soil required
		18.180.030 Tree Retention/ Retention required	Retention of conifers is a priority for preservation
7	City Construction Standards	Section 2 – Streets; Section 5 – Storm; Appendix A – Standard drawing notes	Numerous references to the use of the 2014 manual, reduction of hard surfaces, maintenance issues

**Environmental Review:** The City of Poulsbo has reviewed the proposed amendments for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for the proposed amendments. The Optional DNS process is being used as authorized by WAC 197-11-355 and the Poulsbo Municipal Code 16.04.115. This may be

the only opportunity to comment on the environmental impacts of the proposals. The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent threshold determination for the proposed amendments may be obtained upon request.

Agencies, tribes, and the public are encouraged to review and comment on the proposed project and its probable environmental impacts. Comments related to environmental review must be submitted by the date noted below to Poulsbo Planning Department, 200 NE Moe Street, Poulsbo, Washington 98370 or [plan&econ@cityofpoulsbo.com](mailto:plan&econ@cityofpoulsbo.com).

**Public Comment Period for Environmental Review Related Comments:** Comments may be submitted on environmental related aspects of the proposed amendments and the comment period will remain open until **October 7, 2016**.

**Public Comment Methods:** Comments on the 2016 NPDES Permit Code Permit Amendments are encouraged and may be provided to the City at any time during the process up to and at the City Council public hearing preliminarily scheduled for December 7, 2016. Written comments may be mailed, faxed or emailed to the City. Comments may also be hand delivered to City Hall. Verbal comments will be taken at the Planning Commission and City Council meetings and hearings. The public may request notification of any hearings or meetings and request a copy of the decision once made.

All comments will be forwarded to the Poulsbo Planning Commission and City Council. Written comments can be submitted by the following methods:

Mail: City of Poulsbo Engineering Department  
200 NE Moe Street  
Poulsbo, WA 98370

Fax: (360)697-8269

Phone: (360)779-4078

Email: [engineeringdept@cityofpoulsbo.com](mailto:engineeringdept@cityofpoulsbo.com)

Interested citizens are also encouraged to attend and provide verbal comments to the City at the Planning Commission and City Council workshops and public hearings. Workshops and hearings are held at Poulsbo City Hall, 200 NE Moe Street, Poulsbo, WA.

**Sources of Information:** The City's website, [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com) is the primary clearinghouse for information related to the 2016 NPDES Code Permit Amendments. The City has posted all pertinent information regarding the development regulation update at its website, [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com) at the following link:  
<http://www.cityofpoulsbo.com/publicworks/PoulsboMunicipalCodeDraftTitle14.04-TransportationConcurrency.htm>

**Public Participation Plan:** A public and agency participation plan has been developed for this application, and can be viewed at the City's website, under the link <http://www.cityofpoulsbo.com/publicworks/documents/2016NPDESPermitCodeAmend.PublicParticipationPlan.pdf>. A copy is also available at the City Engineering Department.

**Date, Time and Place of Meetings and Hearings:** The Planning Commission has scheduled public workshops on September 27 and October 11, 2016; a public hearing is scheduled for October 25, 2016. The City Council has workshops scheduled for November 2 and November 9, 2016; and a public hearing scheduled on December 7, 2016. Additional workshops may be scheduled by the Planning Commission or City Council and if so, will be noted on the NPDES Code Permit Amendment Package website.

All meetings and hearings will be held at Poulsbo City Hall Council Chambers and will begin at 7 p.m. unless otherwise noticed. Public notices for public hearing dates will be issued and published in the City's official newspaper and City's website.

The Planning Commission will make recommendations to the City Council. The City Council is the decision making authority for the proposed amendments. Hearing procedures are available from the Planning Department and City Clerk's office and are conducted based on Roberts Rules of Order.

**Further Information:** Please contact the Poulsbo Engineering Department at (360) 779-4078, [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com) or [engineeringdept@cityofpoulsbo.com](mailto:engineeringdept@cityofpoulsbo.com) for further information.