


POULSBO DISTRIBUTION SCHEDULE

RESOLUTION NO. 2010-18

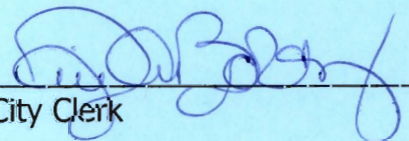
SUBJECT: Public and Agency Participation Plan for 2010 Development Regulations

CONFORM AS TO DATES & SIGNATURES

- (X) Filed with the City Clerk: 09/29/2010
- (X) Passed by the City Council: 10/06/2010
- (X) Signature of Mayor
- (X) Signature of City Clerk
- (X) Publication: N/A
- (X) Effective: ~~09/15/2010~~ 10/06/2010 

DISTRIBUTED COPIES AS FOLLOWS:

- NK Herald:
- (1) Resolution Book (copy)
- Code Publishing - via email if in electronic format
- City Attorney
- Civil Service Commission and/or Sec/Chief Examiner
- Clerk's Department: Original
- City Council
- Finance: Finance Director Booher
- Fire District No. 18
- Mayor
- Municipal Court
- MRSC from website:
- Parks/Recreation: via e-mail
- Planning/Building:
- Police
- Public Works
- (X) Posted to Library Drive and Website



City Clerk

September 18, 2010

Date

RESOLUTION NO. 2010-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, ADOPTING A PUBLIC AND AGENCY PARTICIPATION PLAN FOR THE 2010 DEVELOPMENT REGULATIONS UPDATE – PHASE 1.

WHEREAS, the City of Poulsbo initiated an update to its Development Regulations by establishing a three phased approach and has initiated the first phase of this update; and

WHEREAS, RCW 36.70A.130 requires that the City establish and broadly disseminate a public participation plan for updates to its comprehensive plan and City staff have prepared and forwarded a draft public and agency participation plan for review; and

WHEREAS, the Poulsbo City Council has reviewed the draft public and agency participation plan and has determined to adopt a final public and agency plan in the form attached to this resolution,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

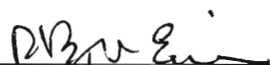
Section 1. Adoption. The City of Poulsbo 2010 Development Regulations Update – Phase 1 Public and Agency Participation Plan, attached to this resolution and incorporated herein by this reference as if set forth in full, is hereby adopted. The City will follow the Public and Agency Participation Plan during the consideration of the 2010 Development Regulations Update – Phase 1.

Section 2. Dissemination. The Planning Department shall broadly disseminate the Public and Agency Participation Plan using some or all of the methods set forth for dissemination of public notices in the Information Availability section of the Public and Agency Participation Plan.

Section 3. Effective Date. This resolution shall become effective upon passage.

ADOPTED by this Poulsbo City Council this 6th day of October, 2010.

CITY OF POULSBO



REBECCA ERICKSON, MAYOR

ATTEST/AUTHENTICATED:



JILL A. BOLTZ, CITY CLERK, CMC

FILED WITH THE CITY CLERK: 09/29/2010
PASSED BY THE CITY COUNCIL: 10/06/2010
RESOLUTION NO. 2010-18

SUMMARY OF RESOLUTION NO. 2010-18

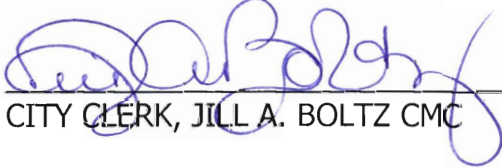
of the City of Poulsbo, Washington

On the 6th day of October, 2010, the City Council of the City of Poulsbo adopted Resolution No. 2010-18. A summary of the content of said resolution, consisting of the title, provides as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POUSLBO,
WASHINGTON, ADOPTING A PUBLIC AND AGENCY PARTICIPATION PLAN
FOR THE 2010 DEVELOPMENT REGULATIONS UPDATE – PHASE 1.

The full text of this Resolution will be mailed upon request.

DATED this 12th day of October, 2010.


CITY CLERK, JILL A. BOLTZ CMC

City of Poulsbo

2010 Development Regulations Update – Phase 1

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. This public and agency participation plan describes the steps that the City of Poulsbo will take to involve the community.

The City of Poulsbo has approved a three-phase approach to update its development regulations. The first phase of the development regulation update is to develop provisions for the new land use classifications of Office Commercial Industrial and Park, as well as a number of amendments determined appropriate for this first phase by the Planning Department. The following sections in the Poulsbo Municipal Code are proposed for amendments during this first phase:

Poulsbo Municipal Code Title 16 Environment PMC 16.20.155 Definitions

Title 17 Subdivisions PMC 17.04 General Provisions PMC 17.08.140 Underground Utilities PMC 17.22 Boundary Line Adjustments

Title 18 Zoning PMC 18.16 Low Density Residential District (RL District) PMC 18.20 Medium and High Density Residential Districts (RM and RH Districts) PMC 18.24 Commercial Districts (C District) PMC 18.28 Business Park District (BP District) PMC 18.32 Light Industrial District (LI District) PMC 18.60 Special Development Standards and Design Guidelines PMC 18.64 Sign Code PMC 18.72 Uses Permitted Subject to Review and Approval by the Director PMC18.76 Conditional Use Permits PMC 18.84 Zoning Interpretations and Exceptions Zoning Ordinance Map to identify OCI zoning district

Title 19 Project Permit Procedures PMC 19.01 Project Permit Application Procedures

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 City of Poulsbo's 2010 Development Regulations Update – Phase 1, will be available for public review.

The primary clearinghouse for information related to the update is the city 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 email link for questions or comments will also be provided at the website.

Hard copy of all documents will also be available for review at City Hall at 19050 Jensen Way, Poulsbo. Copies will be provided at a reasonable cost.

Publication of official notices, such as notice of application and environmental review, hearing notices, and ordinance summary, will be made in the North Kitsap Herald and posting in the Post Office, Library and City Hall notice boards.

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) 779-3006. Planning Commission and City Council meetings are recorded. Recordings are available for public review or purchase.

HOW TO COMMENT:

Comments on the 2010 Development Regulations Update – Phase 1, may be provided at any time during the process. Written comments will be taken by the City and forwarded to the recommending and decision making bodies as part of the record.

Send written comments to City of Poulsbo Planning Department, P.O. Box 98, 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 City Council public hearing.

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

PROCESS TO DATE:

September 24, 2010 Public release 2010 Draft Development Regulations Update – Phase 1 draft amendment package: 1) posted on City’s website; 2) distributed to local, regional and state agencies, community and interest groups; 3) email announcing availability sent to interested persons e-notice list; 4) letter announcing availability sent to all property owners and property owner’s within 300’ with Office Commercial Industrial land classification.

Notice of Application distributed and published in North Kitsap Herald; posted at Poulsbo Library, Poulsbo Post Office, Poulsbo City Hall and City website.

PUBLIC AND AGENCY REVIEW TIMELINE:

October 6, 2010

City Council approves 2010 Draft Development Regulation Update – Phase 1 “Public and Agency Participation Plan” and resolution.

October 15, 2010

Environmental threshold determination distributed and published in North Kitsap Herald.

October 22, 2010

Public Hearing notice for Planning Commission published in North Kitsap Herald and posted at Poulsbo Library, Poulsbo Post Office and City Hall notice boards.

October 26, 2010

Planning Commission workshop on proposed update package; 7 p.m. at Poulsbo City Hall Council Chambers, 19050 Jensen Way.

November 9, 2010

Planning Commission Public Hearing on the 2010 Draft Development Regulations Update – Phase 1; 7 p.m. at Poulsbo City Hall Council Chambers.

November 23, 2010

Planning Commission Findings of Fact and Recommendation available.

November 26, 2010

City Council Public Hearing Notice published in North Kitsap Herald and posted at Poulsbo Library, Poulsbo Post Office and City Hall notice boards.

December 1, 2010

City Council workshop on 2010 Draft Development Regulations Update – Phase 1
7:15 p.m. at Poulsbo City Hall Council Chambers.

December 15, 2010

City Council Public Hearing on the 2010 Draft Development Regulations Update – Phase 1,
7:15 p.m. at Poulsbo City Hall Council Chambers.