



# NOTICE OF APPLICATION, OPTIONAL DNS, AND NOTICE OF PLANNING COMMISSION PUBLIC HEARING

Planning and Economic Development Department  
200 NE Moe Street | Poulsbo, Washington 98370  
(360) 394-9748 | fax (360) 697-8269  
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

## JOINT CITY/STATE PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE POULSBO SHORELINE MASTER PROGRAM UPDATE

### *Comprehensive Plan and Development Regulations Amendments*

**Comments Due: April 16, 2021**

The City of Poulsbo and Washington Department of Ecology (Ecology) are accepting comments on a periodic review of the City of Poulsbo's shoreline master program (SMP). The City has prepared draft SMP amendments to keep the SMP current with changes in state law, changes in other City plans and regulations, and other changed local circumstances.

<b>File No.:</b>	P-02-05-21-02	<b>Application Type:</b>	IV
<b>Notice of Application:</b>	March 17, 2021	<b>Comments Due:</b>	April 16, 2021
<b>Documents Available:</b>	<a href="https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/">https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/</a>		
<b>Location:</b>	The SMP regulates all areas within the shoreline jurisdiction of the City of Poulsbo. These areas include the shoreline of Liberty Bay and its aquatic area extending waterward to the City jurisdictional boundary; the estuarine (tidal) portion of Dogfish Creek; all shorelands extending 200 feet landward from the ordinary high-water mark of Liberty Bay and the estuarine portion of Dogfish Creek; and the stream buffer associated with the estuarine portion of Dogfish Creek.		
<b>Project Description:</b>	<p>The Shoreline Management Act (SMA) requires each SMP be reviewed and revised, if needed, on an eight-year schedule established by the Legislature. Ecology is the regulatory body in charge of overseeing the City's SMP periodic review and also provides technical support and partial funding to prepare SMP periodic reviews. The City of Poulsbo's periodic review must be completed by June 30, 2021. The periodic review ensures the SMP stays current with changes in laws and rules, remains consistent with other City of Poulsbo's plans and regulations, and is responsive to changed circumstances, new information and improved data. The City of Poulsbo last completed a <i>comprehensive</i> update of its SMP in 2012. This will not be a comprehensive update, but instead a minor periodic review.</p> <p>This periodic update will focus on:</p> <ul style="list-style-type: none"><li>• Reviewing relevant legislative updates since the 2012 SMP update and incorporating any applicable amendments;</li><li>• Reviewing a list of SMP code amendments compiled since adoption in 2012 and incorporating clarifications, interpretations, and changes to address issues that have come up with shoreline projects.</li></ul> <p>This periodic update will not:</p> <ul style="list-style-type: none"><li>• Re-evaluate the ecological baseline that was established as part of the 2012 update;</li><li>• Extensively assess no net loss criteria other than to ensure that proposed amendments do not result in degradation of the baseline condition; or</li><li>• Change shoreline jurisdiction, environment designations (except for city owned properties), or shoreline buffers.</li></ul>		
<b>Joint Public Comment Period:</b>	The minimum public comment period shall be 30 calendar days. <b>The joint city/state public comment period will run from March 17, 2021 through April 16, 2021.</b>		

<b>Environmental Review:</b>	<p>The City of Poulsbo has reviewed this proposed non-project action for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for the proposal, based on the SEPA checklist and other environmental documents on file with the City, including a shoreline inventory, cumulative impacts analysis and restoration plan. 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. The Optional DNS process is being used as authorized by <a href="#">WAC 197-11-355</a> and <a href="#">PMC 16.04.115</a>.</p> <p><b>This may be the only opportunity to comment on the environmental impacts of the proposal. The comment period will remain open through April 16, 2021.</b> Per <a href="#">WAC 197-11-545(2)</a>, lack of comment by agencies or members of the public within the time period specified shall be construed as lack of objection to the environmental analysis. Only those persons or agencies who submit written comments within the comment period will become parties of record for the subsequent SEPA threshold determination.</p>
<b>Public Comment Methods:</b>	<p>Written comments received by the PED Department will be forwarded to the recommendation and decision-making bodies for consideration and made part of the record. Send written comments to the PED Department, 200 NE Moe Street, Poulsbo, Washington 98370 or to <a href="mailto:plan&amp;econ@cityofpoulsbo.com">plan&amp;econ@cityofpoulsbo.com</a>. Verbal comment will also be accepted at the public hearing. The public may request notification of any hearings or meetings and request a copy of the decision once made. Comments sent to the City will be forwarded to the Department of Ecology.</p>
<b>Joint Public Hearing:</b>	<p>The joint Planning Commission (city)/Ecology (state) public hearing is scheduled for April 27, 2021 @ 7pm. Due to the ongoing Covid-19 pandemic, public meetings must be held virtually. This call-in number: 1-253-215-8782 and meeting id: 981 8903 1908 are provided for attendance. You may also attend the webinar here: <a href="https://zoom.us/j/98189031908">https://zoom.us/j/98189031908</a></p> <p>We encourage written public comment submission prior to the meeting via email to <a href="mailto:ncoleman@cityofpoulsbo.com">ncoleman@cityofpoulsbo.com</a>. Citizen comments will also be accommodated during the virtual meeting. The Planning Commission will prepare a recommendation to the City Council for their final approval prior to sending the documents to Ecology for final review. The City Council review is tentatively set for June 2021.</p>
<b>Examination of File:</b>	<p>The application file may be examined online by going to <a href="https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/">https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/</a></p>
<b>Public Participation Plan:</b>	<p>A Public Participation Plan for the SMP was prepared and can be found here: <a href="https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/">https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/</a></p>
<b>Review Authority:</b>	<p>The City Council is the review authority for this Type IV application. Approval by the Washington State Department of Ecology is also required.</p>
<b>Staff Contact:</b>	<p>Nikole Coleman   Senior Planner   <a href="mailto:ncoleman@cityofpoulsbo.com">ncoleman@cityofpoulsbo.com</a>   (360) 394 -9370</p>

THE CITY OF POULSBO STRIVES TO PROVIDE ACCESSIBLE MEETINGS FOR PEOPLE WITH DISABILITIES. PLEASE CONTACT THE POULSBO PED DEPARTMENT AT 360-394-9748 AT LEAST 48 HOURS PRIOR TO THE PUBLIC HEARING IF ACCOMMODATIONS ARE NEEDED.



NDA/ODNS  
PCPTL



### Affidavit of Public Notice

Planning and Economic Development Department  
200 NE Moe Street | Poulsbo, Washington 98370  
(360) 394-9748 | fax (360) 697-8269  
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

Application No: P-02-05-21-02 Project Name: 2021 SMP Update

Nikole Coleman, being first duly sworn, upon his/her oath deposes and says: That he/she is now, and at all times herein mentioned has been, a citizen of the United States and the State of Washington, over and above the age of twenty-one years and a resident of said County, that on March 16, 2021, a copy of the following City of Poulsbo public notices, and which is attached to this affidavit,

- Notice of Application  optional DNS
- SEPA Determination
- Notice of Public Meeting
- Notice of Public Hearing
- Notice of Decision

has been provided:

- Mailed to owners of property within 300' of the project site (Shoreline Prop. owners)
- Provided to newspaper of general circulation
- Emailed to PED Department distribution lists and/or parties of record
- Posted at Library, City Hall, Poulsbo Post Office
- Posted to the City's website
- Posted at Site Address: \_\_\_\_\_

Signature: [Handwritten Signature] Date: 3/16/21

Subscribed and sworn to before me this 18th day of March, 2021

KATI B DIEHL  
 Notary Public  
 State of Washington  
 License Number 82970  
 My Commission Expires  
 June 01, 2022

[Handwritten Signature]

NOTARY PUBLIC in and for the State of Washington, residing at:

Poulsbo, WA

My Commission expires on:

06.01.2022

**From:** [Constant Contact](#)  
**To:** [City of Poulsbo Planning and Economic Development](#)  
**Subject:** Your campaign SMP Update - Notice of Application (Optional DNS) and Joint City/State Public Hearing has been sent  
**Date:** Tuesday, March 16, 2021 10:00:46 AM

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



Dear Nikole Coleman,

Your campaign '**SMP Update - Notice of Application (Optional DNS) and Joint City/State Public Hearing**' was sent on 3/16/2021 around 1:00 PM EDT.

Below is a copy of the message your subscribers received. See how your campaign is doing by visiting Reports [in your account](#) to get real-time results and stats.

---

**Subject:** SMP Update - Notice of Application (Optional DNS) and Joint City/State Public Hearing

---



## City of Poulsbo PUBLIC NOTICE

You are receiving this email because you have signed up to be on a City of Poulsbo Planning and Economic Development Public Outreach List .

The City of Poulsbo and Washington Department of Ecology (Ecology) are accepting comments on a periodic review of the Poulsbo's shoreline master program (SMP). The City has prepared draft SMP amendments to keep the SMP current with changes in state law, changes in other City plans and regulations, and other changed local circumstances.

The minimum public comment period shall be 30 calendar days. **The joint city/state public comment period will run from March 17, 2021 through April 16, 2021.**

The City of Poulsbo has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for the project. The optional DNS process is being used per WAC 197-11-355 and PMC 16.04.115. This may be the only opportunity to comment on the environmental impacts of the proposal. *The public may comment on environmental related aspects of the proposal, and the comment period will remain open through April 16, 2021.*

**The joint city/state public hearing is scheduled for April 27, 2021 @ 7pm.** Due to the ongoing Covid-19 pandemic, public hearings must be held virtually. This call-in number: 1-253-215-8782 and meeting id: 981 8903 1908 are provided for attendance. You may also attend the webinar here: <https://zoom.us/j/98189031908>.

The City's Planning and Economic Development (PED) Department [webpage](#) houses the SMP Update where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, and project information.

- [Notice of Application \(w/optional DNS\) and Planning Commission Public Hearing](#)

**AFFIDAVIT OF PUBLICATION**

Jess Rae  
City of Poulsbo  
200 NE Moe St  
Poulsbo WA 98370

**STATE OF WASHINGTON, COUNTIES OF KING AND SNOHOMISH**

The undersigned, on oath states that he/she is an authorized representative of The Seattle Times Company, publisher of The Seattle Times of general circulation published daily in King and Snohomish Counties, State of Washington. The Seattle Times has been approved as a legal newspaper by orders of the Superior Court of King and Snohomish Counties.

The notice, in the exact form annexed, was published in the regular and entire issue of said paper or papers and distributed to its subscribers during all of the said period.

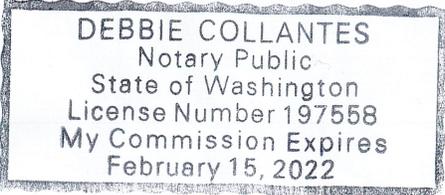
03/17/2021

Agent MAURRAN DUGGAN Signature Maur Dugg

Subscribed and sworn to before me on 03/18/2021  
Debbie Collantes **Debbie Collantes**

(Notary Signature) Notary Public in and for the State of Washington, residing at Seattle

Publication Cost: \$153.87  
Order No: 7968  
Customer No: 209  
PO #:



**CITY OF POULSBO  
Notice of Application (Optional DNS)  
and Notice of Planning Commission  
Public Hearing**

**Project Name:** 2021 Shoreline Master  
Program Update

**Project Description:** The City of Poulsbo and Washington Department of Ecology are accepting comments on a periodic review of the City of Poulsbo's shoreline master program. The City has prepared draft amendments to keep the SMP current with changes in state law, changes in other plans and regulations, and other changed local circumstances. The minimum public comment period shall be 30 calendar days and will run from March 17, 2021 through April 16, 2021.

The Shoreline Management Act requires each SMP be reviewed and revised, if needed, on an 8-year schedule established by the state. Ecology is the regulatory body in charge of overseeing the City's SMP periodic review and also provides technical support and partial funding to prepare SMP periodic reviews. Poulsbo's periodic review must be completed by June 30, 2021.

**Permit Type:** IV

**Environmental Review:** The City of Poulsbo has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for the project. The optional DNS process is being used per WAC 197-11-355 and PMC 16.04.115. This may be the only opportunity to comment on the environmental impacts of the proposal. The public may comment on environmental related aspects of the above-described proposal, and the comment period will remain open through April 16, 2021.

**Hearing Information:** The joint city/state public hearing is scheduled for April 27, 2021 @ 7pm. Due to the ongoing Covid-19 pandemic, public hearings must be held virtually. This call-in number: 1-253-215-8782 and meeting id: 981 8903 1908 are provided for attendance. You may also attend the webinar here:  
<https://zoom.us/j/98189031908>.

**Project Documents:**  
<https://cityofpoulsbo.com/planning-economic-development/shorelineupdate/>

**Staff Contact:** Nikole Coleman, Senior Planner, [ncoleman@cityofpoulsbo.com](mailto:ncoleman@cityofpoulsbo.com), 360.394.9730

Publication Cost: \$153.87  
Order No: 7968  
Customer No: 209  
PO #:



**Order #14010350955**

Order Date: March 12, 2021  
 Account: PoulsboPED  
**Order Total: \$215.01**

**Billing Address**

*Karla Boughton  
 City of Poulsbo  
 200 NE Moe St  
 Poulsbo Washington 98370-7347  
 United States  
 T: 360-394-9748*

**Payment Method**

**Credit Card**

**Credit Card Type**      MasterCard

**Credit Card Number**      XXXX-7672



Job ID: 10258280

Requested Fulfillment Date: 3/13/2021

Product Information	Actual Fulfillment Date	Quantity	Subtotal	Status
<b>Postcard - 5 x 8 - SpaceSaver Format</b> Product SKU: PC41-P  <i>Product Type: Postcard                      5 X 8                      Paper Type: White Matte                      Print Color: Full Color                      Print Options: Printing Both Sides                      Mail Class: First Class                      Production Time: Next Day                      Base Document Name:                      NOA_DNS_PCPH_Shoreline_Property_Owner_Po                      Job Address List Name:                      Shoreline_properties_342</i>	3/13/2021 Mailed via USPS	239	\$215.01	
Production Cost for 239 Pieces: \$105.16  First Class Automation Letter Postage for 216 Pieces: \$97.20  First Class Unsorted Letter Postage for 23 Pieces: \$12.65				
<b>Order Sub Total:</b>			\$215.01	
<b>Invoice Subtotal:</b>			\$215.01	
<b>Total Invoice:</b>			\$215.01	

**From:** [Nikole CH. Coleman](#)  
**To:** ["ECY RE SEPA REGISTER"](#)  
**Cc:** ["Sandercock, Maria \(ECY\)"](#)  
**Subject:** SMP Update - NOA/ODNS, Notice of PC Public Hearing (Joint Review w/Ecology)  
**Date:** Friday, March 12, 2021 9:36:00 AM  
**Attachments:** [SEPA Checklist Reviewed RED.pdf](#)  
[NOA\\_ODNS Full Flyer.pdf](#)

---

See attached.

Nikole Coleman, AICP  
Senior Planner | City of Poulsbo  
200 NE Moe Street | Poulsbo WA 98370  
(360) 394-9730 | [ncoleman@cityofpoulsbo.com](mailto:ncoleman@cityofpoulsbo.com)  
Pronouns: she/her

NOTICE OF PUBLIC DISCLOSURE: This e-mail account is public domain. Any correspondence from or to this e-mail account may be a public record. Accordingly, this e-mail, in whole or in part, may be subject to disclosure pursuant to RCW 42.56, regardless of any claim of confidentiality or privilege asserted by an external party.