



2019 Stormwater Management Manual for Western Washington Adoption **Public Participation Plan** March 2022

INTRODUCTION

The City is responsible for adopting the Stormwater Management Manual for proposed new and redevelopment of sites within the City of Poulsbo. PMC 12.02.030 is the section of Poulsbo Municipal Code where the current stormwater design manual is adopted. As part of the Cities NPDES permit, adoption of the latest version of the Department of Ecology stormwater manual is required.

The City is required to adopt and have effective the 2019 Manual by July 1, 2022 and the PMC revisions are limited in scope.

PUBLIC AND AGENCY GOALS

- To provide the public with timely information, an understanding of the process, and opportunities to review and comment on the ordinance 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.
- 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.

PUBLIC ENGAGEMENT OPPORTUNITIES

The City is committed to providing multiple opportunities for the public to engage throughout the process. The City will take advantage of various modes of communication to inform the public and encourage their participation.

- **Website:** The City's Engineering Department website will house the 2019 Stormwater Management Manual for Western Washington Adoption where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, and project information: <https://cityofpoulsbo.com/stormwater-management-manual-update/>
- **Comment:** Interested citizens are encouraged to provide comments to the City by letter, email or fax. All comments will be forwarded to the Poulsbo Planning Commission and City Council. Written comments can be submitted by the following methods:

City of Poulsbo Engineering Department
200 NE Moe Street | Poulsbo, WA 98370
Fax (360)697-8269 | Email: croberts@cityofpoulsbo.com

- **Attend:** Interested citizens are encouraged to attend and provide verbal comments to the City at the Planning Commission and/or City Council public hearings. These meetings may be held virtually, citizens are welcome to call in or attend.

INFORMATION AVAILABILITY

200 NE Moe Street | Poulsbo, Washington 98370-7347
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | croberts@cityofpoulsbo.com

The proposed ordinance is available for public review. The primary repository of all information related to the update is the City's website— www.cityofpoulsbo.com – on the Engineering Departments page – where draft documents, meeting dates, updates on process, and official notices (notice of application, environmental review, public hearing notices, etc.), will be posted. An e-mail link for questions or comments will also be provided at the website.

Documents are also available for review at Poulsbo City Hall 200 NE Moe Street, Poulsbo. 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 kept up to date on the update process, and receive copies of all official notices.

PUBLIC AND AGENCY REVIEW TIMELINE

A Public Participation Plan is required by the Growth Management Act to describe how the City will encourage early and continuous public participation throughout the process of reviewing and updating Development Regulations. The Public Participation Plan includes opportunities to comment, review timeline, and contact information. Please see <https://cityofpoulsbo.com/stormwater-management-manual-update/> to review the Public Participation Plan.

March 18, 2022

Public Release of 2019 Stormwater Management Manual for Western Washington adoption: 1) post on City's website; 2) distributed to local, regional and state agencies; 3) distributed to Planning Commission and City Council;

March 18, 2022

Notice of Application published in Seattle Times; distributed to resource agencies, Tribe, other interested parties

April 8, 2022

Notice of Public Hearings

April 26, 2022

Planning Commission Workshop & Public Hearing 7 p.m. | Council Chambers (or virtual – verify prior to meeting on [Website](#).)

May 11, 2022

City Council Workshop & Public Hearing - 7 p.m. | Council Chambers (or virtual – verify prior to meeting at [Website](#).)

PUBLIC HEARINGS

The Planning Commission and City Council will conduct at least one public hearing each to gather and consider public testimony on the 2019 Stormwater Management Manual for Western Washington adoption. The hearing(s) are anticipated for **April 26, 2022 (PC)** and **May 11, 2022 (CC)**. Public notice of all hearings will state explicitly the date/time, review body and location of the public hearing. The public notices will be published in the Seattle Times, posted at the City's public notice locations, sent to the E-notice mailing list and others who request such notice.

RECORDING OF MEETINGS

All public meetings and hearings will be audio recorded. Minutes and/or meeting summary for all public meetings will be prepared, and hard copies made available upon request.