



STORMWATER VAULTS AS PUBLIC PARKS | CODE AMENDMENT Public Participation Plan

July 2022

INTRODUCTION

The Poulsbo Municipal Code (PMC) allows Planned Residential Developments (PRD's) that provide active recreational amenities on a stormwater vault to count the area towards the total open space requirement (PMC 18.260.090 H). Common open space and other appropriate beneficial features are required for all PRD's and vary depending on the number of units or average lot size proposed. The open space is intended to benefit the occupants of the PRD; however, stormwater vaults are eventually city owned and maintained. Allowing the vault to also count towards an exclusive open space requirement is in conflict with the intent of open space requirements for a PRD. Therefore, the proposed code amendments to PMC 18.260.090 H, would still allow stormwater vaults to count towards PRD open spaces requirements, but only under specific circumstances. The amenity would be constructed by the developer but be owned and maintained by the City of Poulsbo and be accessible to all.

Full project documents can be viewed here: <https://cityofpoulsbo.com/development-regulation-amendments-2/>

PUBLIC AND AGENCY GOALS

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

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 Planning and Economic Development (PED) Department webpage will house the amendments where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, and project information: <https://cityofpoulsbo.com/development-regulation-amendments-2/>
- **E-Notice Mailing List:** An e-notice mailing list of interested persons and organizations can be established. Those on the e-notice list will receive periodic notices regarding the amendments progress. Individuals interested in being on the mailing list should contact the PED Department at plan&econ@cityofpoulsbo.com and request being placed on the Development Regulations updates e-notice mailing list.
- **Comment:** Interested citizens are encouraged to provide comments to the city by letter, email, or hand delivery. 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 Planning and Economic Development Department
200 NE Moe Street | Poulsbo, WA 98370
plan&econ@cityofpoulsbo.com

- **Attend:** Interested citizens are encouraged to attend and provide verbal comments to the city at the Planning Commission and/or City Council workshops and public hearings.

INFORMATION AVAILABILITY

The proposed amendment is available for public review. The primary repository of all information related to the update is the Planning and Economic Development webpage at <https://cityofpoulsbo.com/development-regulation-amendments-2/> - where draft documents, meeting dates, updates on process, and official notices (notice of application, environmental review, public hearing notices, etc.), will be posted.

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 Seattle Times and posted in the Poulsbo Post Office, Poulsbo Library, and Poulsbo City Hall notice boards.

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 code amendments.

July 11, 2022

Notice of Application with Optional DNS and Planning Commission Public Hearing published in Seattle Times; distributed to resource agencies, Tribe, other interested parties.

July 25, 2022

Notice of Application with Optional DNS comment period over

July 26, 2022

Planning Commission Public Hearing 7 p.m. | Council Chambers

August 10, 2022

City Council Public Hearing - 7 p.m. | Council Chambers

All dates and times subject to change, please check the project website for up-to-date information

PUBLIC HEARINGS

The Planning Commission and City Council will conduct at least one public hearing each to gather and consider public testimony on the amendments. The hearing(s) are anticipated for **July 26, 2022 (PC)** and **August 10, 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.