



## SHORELINE MASTER PROGRAM: PERIODIC REVIEW PUBLIC PARTICIPATION PLAN

### Introduction

The City of Lake Forest Park is undertaking a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be reviewed and revised, if needed, on an eight-year schedule established by the Legislature. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other Lake Forest Park plans and regulations, and is responsive to changed circumstances, new information and improved data.

The purpose of this Public Participation Plan is to describe how Lake Forest Park will encourage early and continuous public input throughout the SMP review process, including the steps that Lake Forest Park will take to provide opportunities for public engagement and public comment, as well as Lake Forest Park contact information and web addresses.

This plan is a working document and will be adjusted as needed to provide for the greatest and broadest public participation over the course of the periodic review process.

### 1.0 Public Participation Goals

- Provide interested parties with timely information, an understanding of the process, and multiple opportunities to review and comment on proposed amendments to the SMP.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the periodic review process.
- Encourage interested parties to informally review and comment on proposed changes to the SMP throughout the process and provide those comments to decision makers.
- Provide forums for formal public input at project milestones prior to decision-making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

### 2.0 Public Participation Opportunities

Lake Forest Park is committed to providing multiple opportunities for public participation throughout the process and will use a variety of communication tools to inform the public and encourage their participation, including the following:

#### 2.1 Website

Lake Forest Park's website will include a periodic review webpage where interested parties can access status updates, draft documents, official notices, minutes and other project information. It can be found at: <https://www.cityoflfp.com/159/Shoreline-Master-Program>. The webpage will

be the primary repository of all information related to the periodic review process, including draft documents, official notices, a Frequently Asked Questions section, and other project information. The page will include who to contact for more information and an email link for questions and comments.

## **2.2 Noticing**

A postcard will be mailed to all property owners and tenants along Lake Washington notifying them of the upcoming SMP review and inviting them to join an email list of interested parties. The list will be maintained by the Planning and Building Department and will be used to notify interested parties regarding periodic review progress and participation opportunities, including the open house. Interested parties can be added to the list by contacting Steve Bennett, Director, at (206) 957-2812 or [sbennett@ci.lake-forest-park.wa.us](mailto:sbennett@ci.lake-forest-park.wa.us).

## **2.3 Public Comment Periods and Hearings**

The Planning Commission will hold an introductory meeting to review and discuss the periodic update and proposed SMP revisions. The Planning Commission will provide recommendations for amendments to the City Council at a separate meeting. City Council may have a study session to discuss the Planning Commission's recommendations prior to adoption.

A public open house will be held immediately prior to a public hearing which will be held before the Planning Commission during the 30-day public comment period. Lake Forest Park will coordinate with the Department of Ecology on public notification for comment periods and hearings to take advantage of Ecology's optional SMP amendment process that allows for a combined state-local comment period (WAC 173-26-104). Public notice of all comment periods and hearings will state who is holding the comment period and/or hearing, the date and time, and the location of any public hearing. Notices will be published per official policy and comply with all other legal requirements such as the Americans with Disabilities Act. A notice will be sent to the email list (2.3, above) and the Department of Ecology.

Following the joint public comment period, the City will provide documentation of comments received, City responses to comments, and proposed amendments based on public comments and the public hearing. Upon initial determination from the Department of Ecology, the City Council will adopt proposed amendments.

## **2.4 News media**

The local news media will be kept up-to-date on the periodic review process and receive copies of all official notices.

## **2.5 Ongoing Comment**

All documents under consideration will be available on the periodic review webpage and available for review at City Hall. Interested parties will be encouraged to provide comments by letter or email. All comments will be compiled and provided to the City Council and Planning Commission.

## 3.0 Stakeholders

Lake Forest Park will reach out to the following stakeholders:

Washington Department of Ecology  
Washington Department of Fish and Wildlife  
Army Corps of Engineers  
Muckleshoot Tribe  
City of Brier  
City of Kenmore  
City of Mountlake Terrace  
City of Seattle  
City of Shoreline  
Snohomish County  
King County  
All property owners and tenants along Lake Washington

## 5.0 Timeline

The following is a general timeline including anticipated public participation opportunities. Lake Forest Park will coordinate with the Department of Ecology throughout the process. A detailed timeline will be posted on the periodic review webpage.

<b>February - March</b>	Public Participation Plan Website Launch Notification sent to interested parties Review SMP and other relevant City codes and policies Draft Gap Analysis Report
<b>March - April</b>	Propose draft amendments Planning Commission review
<b>May</b>	30-day public comment period of draft revisions Community Meeting Public Hearing before Planning Commission during 30-day public comment period Planning Commission recommendation to City Council* Cumulative Impact Analysis
<b>May - June</b>	Environmental Review (SEPA) Respond to public comments Planning Commission recommendation to Council Ecology initial review (30 days)
<b>July - August</b>	Ecology review City Council Adoption