

# City of Leavenworth Shoreline Master Program: Shoreline Update 2020/21 Public Participation Plan

## Introduction

The City of Leavenworth is undertaking a Shoreline Update 2020/21 of its Shoreline Master Program, as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each Shoreline Master Program be reviewed and revised, if needed, on an eight-year schedule established by the Legislature. The review ensures the Shoreline Master Program stays current with changes in laws and rules, remains consistent with other City plans and regulations, and is responsive to changed circumstances, new information and improved data.

The Shoreline Master Program is both a comprehensive plan element and a regulating document for the lands within 200' of the ordinary high-water mark or associated floodplain, known as the shoreline jurisdiction. For the City of Leavenworth that covers lands from the City well and Golf Course downstream to the KOA campgrounds. The shoreline jurisdiction is managed by both the City and Department of Ecology. This governing partnership includes an optional joint planning and updating process which is being used for this update.

A Public Participation Plan is required to describe how the City will encourage early and continuous public participation throughout the process of reviewing the Shoreline Master Program.

This Public Participation Plan describes the steps that the City will take to provide opportunities for public engagement and public comment, as well as appropriate contact information and web addresses. This plan is in addition to any other minimum requirements for public participation required by Leavenworth Municipal Code Section 21.09.060. This plan is a working document and will be adjusted as needed to provide for the greatest and broadest public participation.

## 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 Shoreline Master Program.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the Shoreline Update 2020/21 process.
- Encourage interested parties to informally review and comment on proposed changes.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

## 2.0 Public Participation Opportunities

The City of Leavenworth is committed to providing multiple opportunities for public participation throughout the process. The City will use a variety of communication tools to inform the public and encourage their participation, including the following:

### 2.1 Website

The City's website will include a Shoreline Update 2020/21 webpage where interested parties can access draft documents, official notices and other project information. The webpage will be the

primary repository of all information related to the Shoreline Update 2020/21 process. The page will include who to contact for more information and an email link for questions and comments.

All interested parties will be encouraged to provide comments to the city by letter or email. All comments will be forwarded to the City Council and Planning Commission. Documents will be available for review at the Development Services Department, and copies will be provided at the established copying cost.

## 2.2 Open House

The City Planning Commission will initiate the Shoreline Update 2020/21 with a community open house. Public comments, provided in writing, will be posted on the Shoreline Update 2020/21 webpage, other comments will be summarized and posted.

## 2.3 Party of Record Mailing List

The City will create and maintain an email list of interested parties, known as the Party of Record mailing list. The list will be used to notify interested parties regarding Shoreline Update 2020/21 progress and participation opportunities. Interested parties will be added to the list by contacting the Development Services Department.

## 2.4 Planning Commission

The Planning Commission will be the primary forum for detailed review and recommendations to the City Council. Therefore, the public is strongly encouraged to work with the Planning Commission to address concerns early in the process. Interested parties are encouraged to attend and provide comments during the Planning Commission deliberations. The Planning Commission will make a recommendation to the City Council. Final action will occur after City Council workshop and public hearing. The Planning Commission Hearing will be published in the Leavenworth Echo and sent to Parties of Record at least ten (10) days prior to the Hearing with materials available at least seven (7) days prior to the Hearing. Workshops and other meetings will be sent to Parties of Record at least ten (10) days prior to meeting and may be advertised in the Leavenworth Echo.

## 2.6 News Media

The local news media will be kept up-to-date on the Shoreline Update 2020/21 process and receive copies of all official notices. Local news media includes:

Leavenworth Echo & Wenatchee World  
KOHO Radio & KPQ Radio

## 3.0 List of stakeholders

The City will request engagement from the following stakeholders:

Wenatchee River Institute  
Rafting Companies holding permit from the City of Leavenworth  
Cascade School District  
Department of Fish and Wildlife  
Department of Ecology  
Alpensee Strasse Homeowner Association, River Bend Homeowner Association  
Friends of Leavenworth

## 4.0 Public Participation Timeline

The following is a general timeline including anticipated public participation opportunities. The City will coordinate with the Department of Ecology throughout the process. A detailed timeline will be posted on the Shoreline Update 2020/21 webpage.

Late summer 2020, the Planning Commission will host an Open House

Summer 2020, at least two surveys of river users (approximately 2 hours each taken at the City Park)

Early winter 2020, the Planning Commission will host a Workshop

Winter 2020/21, the Planning Commission will host a Hearing

Winter 2020/21, City Council workshop leading into a Hearing early 2021

## 5.0 Public Comment Periods and Hearings

The Planning Commission will conduct one Open House, at least two workshops and one public hearing to solicit input on the Shoreline Update 2020/21. The City Council will hold one public workshop and one public hearing before final adoption.

The City will coordinate with the Department of Ecology on all public notification of 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 hearings will state who is holding the hearing, the date and time, and the location of any public hearing. Hearing notices will be published in the Leavenworth Echo, posted at three locations in City Hall, and comply with all other legal requirements such as the Americans with Disabilities Act. Public notice will be sent to the party of record mailing list (2.4, above), including the Department of Ecology.