City of North Bend 2015 Comprehensive Plan/Development Regulation Update Public Participation Plan

The 1990 Growth Management Act requires "early and continual citizen participation" in the development and updates of local comprehensive plans. A specific goal of the GMA is to "Encourage the involvement of citizens in the planning process." Additionally, RCW 36.70A.140 provides that every jurisdiction "shall establish and broadly disseminate to the public a public participation program identifying procedures for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans."

The City of North Bend is interested to provide multiple and diverse opportunities for providing citizen participation in the update to the City's Comprehensive Plan and Development Regulations. Active citizen participation will result in plans and regulations that better reflect the values of North Bend residents and ensure that the City grows in a manner consistent with those values.

This Public Participation Program has been developed to identify how the City will reach out to its residents and other stakeholders in preparing required updates to the Comprehensive Plan and development regulations, identify the core responsibilities of the Council and various City commissions in the update process, and identify the means of providing information and obtaining public comment and participation in the process.

Stakeholders:
A variety of groups, agencies and individuals may have interest in the update to the City's Comprehensive Plan and development regulations. These stakeholders can be categorized as follows, and will be notified of the update and asked for their participation. This does not represent all possible stakeholders, and others may be identified and notified accordingly:

1. Other Governmental Agencies:
    a. Adjacent jurisdictions: King County (multiple divisions) and City of Snoqualmie.
    b. State Agencies: Department of Commerce, Department of Transportation, Department of Ecology, Department of Fish and Wildlife, Washington Recreation and Conservation Office, Department of Archaeology and Historic Preservation.
    c. Regional Organizations: Puget Sound Regional Council, Puget Sound Clean Air Agency
    d. Snoqualmie Tribe
2. Quasi-governmental Groups:
    a. Snoqualmie Valley School District
    b. Si View Metropolitan Park District
    c. Eastside Fire and Rescue
    d. Fire District 38
3. Utility Providers:
    a. Puget Sound Energy
    b. Tanner Electric
    c. Bonneville Power Administration
    d. Century Link
    e. AT&T
    f. Comcast (Cable)
    g. Sallal Water Association
    h. Allied Waste

    i. King County Wastewater Treatment Division
4. Business Groups and Associations:
    a. Snoqualmie Valley Chamber of Commerce
    b. Master Builders Association of King and Snohomish Counties
    c. North Bend Downtown Association
    d. Meadowbrook Farm Preservation Association
5. Environmental Organizations and Conservation Groups:
    a. Mountains to Sound Greenway Trust
    b. Futurewise
    c. Snoqualmie Watershed Forum

Roles and Responsibilities of Council and Commissions:

- City Council: The City Council will provide guidance on, and is the final decision maker for, the Comprehensive Plan update. The Council will receive periodic briefings on the update, review the Planning Commission recommendation, and adopt amendments to the Comprehensive Plan.
- Planning Commission: The Planning Commission is the primary citizen commission responsible for the Comprehensive Plan and development regulation update, and will be involved in review and recommendation of all of the Comprehensive Plan elements being updated, including any updates also recommended by the Economic Development Commission and Parks Commission. The Planning Commission will provide recommendations to the City Council on adoption of the updates.
- Economic Development Commission: The Economic Development Commission will provide policy recommendations for economic development aspects of the update, including review and recommendation on the Economic Development Element.
- Parks Commission: The Parks Commission will provide policy recommendations for park and recreation related aspects of the update, including review and recommendation on any necessary updates to the Parks and Recreation Element.

Methods for Informing the Public:

Formal public notification requirements for Comprehensive Plan and development regulation updates are guided by RCW 36.70A.036 and North Bend Municipal Chapter 20.08.

The following additional methods are available for informing residents about the Comprehensive Plan and development regulation updates, how to be involved, and how to provide comment, and notification on associated upcoming meetings, workshops and hearings. The City will rely on a variety of these methods depending on the nature of the information to convey.

1. Direct Contact: The above referenced stakeholders will be noticed about the Comprehensive Plan update and invited to participate.
2. Dedicated Webpage: The City will develop and maintain a “Comprehensive Plan Update” webpage on its website to provide information on the process for the update and links to all Comprehensive Plan update work on the internet for public review. The work plan, public participation program, and schedule will be provided on the website, as well as an email address to which comments may be submitted. The webpage will be regularly updated to provide the most current information.
3. Cable Television. The City of North Bend uses its television station, NBTV channel 21 available to cable subscribers in the upper Snoqualmie Valley, to provide information to residents and businesses.

4. Utility Billing Stubs: North Bend Utility Bills include a stub that may be used to provide a brief message with about 5 lines of information. Utility bills go to all residents with a utility account.
5. Flyers: Color flyers can be provided together with utility bills to provide more information than what can be provided on utility billing stubs.
6. Newsletters: The City provides periodic "North Bend Update" newsletters informing residents about various City happenings. The newsletters are posted to the City's website and distributed to the Yahoo Group.
7. Newspaper Articles: North Bend residents are served by two local papers, the Snoqualmie Valley Record and the Snoqualmie Valley Star. Article(s) in these papers will be sought to identify the update and ways for interested individuals to become involved.
8. Public Notices: Posting a public notice is a legal requirement for advertising public hearings. It occurs by site posting and advertisement in the local paper of record (Valley Record). Public meeting and hearing notices are additional provided on the City's website and posted in specific posting locations around town. The City of North Bend additionally operates a "notify me" system from its website that sends notices to individuals that have signed up for this service.
9. Email/Yahoo Group: The City provides news releases to a North Bend Yahoo email group that can be used for providing information about the update.
10. Facebook Page. North Bend has a Facebook Page that the City posts information to.

Methods for Obtaining Information/Comment from the Public:

1. Public Meetings. All Planning Commission and City Council Meetings will offer opportunity for individuals to provide comment on the topics at hand, as well as opportunity for comments for items not specifically being discussed on the agenda for the particular meeting. See the tentative schedule for planned meeting topics/tentative dates of review.
2. Public Hearings. Public hearings will be held prior to Planning Commission recommendation to the City Council on each of the Comprehensive Plan elements being considered for update. See the tentative schedule for planned meeting topics/tentative dates of review. Public hearings will be properly noticed ahead of the hearing, and written comment received prior to the hearing will be presented to the Planning Commission (and/or Council) for their consideration, in addition to comment received directly at the hearing.
3. E-Surveys. The City has the ability to post short electronic surveys to its website, enabling people to participate and provide non-scientific/non-statistical feedback on various issues relating to the Comprehensive Plan update.
4. SEPA Review and Comment Period: A SEPA environmental review and determination and associated comment period will be required prior to adoption of the Comprehensive Plan updates and any associated development regulation updates considering the environmental impacts of specific actions/policies. Public comment on the SEPA determination will be considered prior to action on the updates.
5. State Agency Review: The City will distribute draft Comprehensive Plan elements and development regulations to the Department of Commerce and other state agencies as required seeking their comment prior to final recommendation from the Planning Commission to the City Council for potential adoption.