

**City of Edmonds’ SMP Periodic Review Work Program**

This work program is a schedule of tasks associated with a review of SMPs under RCW 90.58.080(4). The schedule highlights options at various steps in the review and amendment process.

<i>Timeline</i>	<i>Tasks</i>	<i>Notes</i>
<b>Initial Staff Review</b>		
April – May 2018	<p>Consult with Ecology [WAC 173-26-100 <i>or</i> WAC 173-26-104(1) and WAC 173-26-090]</p> <p>Fill out Ecology checklist of statutory and regulatory amendments; review amendments to comprehensive plan and development regulations; and prepare initial recommendations on other changes needed to address changed local circumstances, new info, or improved data. [WAC 173-26-090(3)(b)]</p>	<p>Staff has filled out the Ecology checklist of statutory and regulatory amendments; reviewed amendments to the City of Edmonds Comprehensive Plan and development regulations; and prepared an initial set of topics on proposed updates to the SMP for City Council review.</p> <p>Ecology has reviewed the checklist and concurred with the proposed scope of the City of Edmonds’ SMP periodic update.</p>
<b>Get professional help (if needed)</b>		
April 2018 – November 2018	Hire consultant using local hiring procedures	The City of Edmonds’ City Council has secured the services of Windward Environmental LLC to conduct a scientific baseline study of the Edmonds Marsh. Portions of this study will be used to inform this SMP periodic update. In particular, the marsh study will be used to update the Shoreline Inventory and Characterization and evaluate buffers in the Urban Mixed Use IV shoreline environment.
<b>Public Participation Program</b>		
April – May 2018	Develop public participation program [WAC 173-26-090(3)(a)]	A Public Participation Program has been drafted for City Council review.

<i>Timeline</i>	<i>Tasks</i>	<i>Notes</i>
<b>City Council take action on Participation Plan and Review Work Program</b>		
May 8, 2018	Study session on public participation program Review Work Program.	Introduce SMP update at City Council Committee.
May 22, 2018	Adoption of Work Program by resolution	Full City Council reviews SMP Periodic Update Checklist, Public Participation Plan and Work Plan. Council adopts resolution for SMP Periodic Update.
<b>Critical Area Ordinance Wetland Regulations Update</b>		
June – August 2018	Revise critical area ordinance wetland regulations for consistency with Department of Ecology’s Wetland Guidance for CAO Updates (Publication No. 16-06-001).	<p>Concurrently with (or slightly ahead) of the SMP periodic update, amend ECDC 23.50.040 Development Standards – Wetlands to be consistent with Ecology’s Wetland Guidance for CAO Updates (Publication No. 16-06-001). With this amendment, the SMP and adopt the City of Edmond CAO by reference and the same wetland regulations will apply within and outside of shoreline jurisdiction.</p> <p>Planning Board with conduct public work session, hold a public hearing, and forward a recommendation to City Council.</p> <p>City Council hold work session, public hearing and adopt critical area amendments via an ordinance. SMP will adopt amended CAO by reference.</p>
<b>Planning Board Review and Hearings on SMP Revisions</b>		
June – July 2018	Staff prepares draft revisions for Planning Board review and discussion. [WAC 173-26-090(3)(c)(ii)]	Following the SMP Periodic Checklist, staff drafts proposed amendments to the SMP.

<i>Timeline</i>	<i>Tasks</i>	<i>Notes</i>
May 2018	Windward Environmental begins an evaluation of wetland buffers as described in the Scope of Work for the Edmonds Marsh Study.	If completed in time, Windward’s evaluation may result in recommendations for buffer’s and setbacks within the UMU IV shoreline environment.
July – Sept 2018	Planning Board reviews draft amendments to the SMP.	Planning Board holds work sessions on proposed SMP amendments.
Sept 2018	Conduct SEPA review [WAC 173-26-100(6) or WAC 173-26-104(2)(a)]	Some local governments find it useful to start SEPA review at the early phases of developing amendments.  For minor amendments, SEPA is exempt under WAC 197-11-800(19) which covers resolutions or ordinances “relating solely to governmental procedures, and containing no substantive standards respecting use or modification of the environment,” or “text amendments resulting in no substantive changes respecting use or modification of the environment.”
Sept 2018	Send draft Planning Board documents to Ecology for informal review before hearings	Ecology recommends sending preliminary draft revisions at least 30 days prior to your public hearing if possible.
Sept 2018	Submit 60-day Notice of Intent to Adopt [WAC 173-26-100(5) or WAC 173-26-104(2)(b)]	Consider sending draft documents to Commerce early in the review process so other state agency comments can be considered by Planning Commissioners.
Oct – Nov 2018	Windward Environmental LLC provides information for amendments to the Shoreline Inventory and Characterization with more specific information on the Edmonds Marsh.	Have the updated Shoreline Inventory and Characterization available prior to the public hearing before the Planning Board.

Timeline	Tasks	Notes
Oct – Nov 2018	Conduct 30-day comment period and hearing	
Nov 2018	Option: Planning Board discussion of hearing testimony and possible modifications	If initial hearing reveals extensive comments, extend discussion to consider response options.
<b>Prepare SMP for final action</b>		
Nov – Dec 2018	Prepare final SMP amendments	If the City of Edmonds choses to use the standard adoption process, Ecology will hold its own comment period.

Timeline	Tasks	Notes
<b>Elected officials review and action</b>		
Jan – Feb 2019	City Council holds study sessions on draft amendments developed by Planning Board	
March 2019	City Council holds public hearing on draft amendments.	
April 2019	City Council discussion of hearing testimony and possible modifications	
April – May 2019	City Council adoption of draft amendments [WAC 173-26-090(3)(c)(i)-(iii)]	City Council adopts resolution or ordinance. Recitals should outline the major steps in the review process and include a definitive statement that this action concludes the required review.
May – June 2019	Submit SMP to Ecology [WAC 173-26-090(3)(d)(i); WAC 173-26-110(1)-(8) and (9)(b)]	Submittals for periodic reviews include a copy of the completed SMP periodic update checklist.
May – June 2019	State Review [WAC 173-26-090(3)(e); WAC 173-26-120]	Ecology will hold a state- level comment period.
June 2019		SMP is effective 14-days after approval by Ecology’s Director. Ecology’s publication of final adoption triggers 60-day appeal period.