

PUBLIC PARTICIPATION PROGRAM

1. PURPOSE AND MISSION:

Public participation is an essential part of the City of Bremerton's planning process. This public participation program provides the framework for public input on the review, amendment, and ultimate update of the city's comprehensive plan.

In designing this public participation program, the City of Bremerton attempts to involve the broadest cross-section of the community, particularly encouraging both groups and individuals not previously involved in planning. Early, continuous, effective public participation will result in a comprehensive plan that assures the community's desired future, while meeting the mandates of the Washington State's Growth Management Act.

2. REQUIREMENTS OF THE ACT

The Growth Management Act requires that the City of Bremerton establish procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations. The procedures described below for the City of Bremerton Update Process will achieve the following:

1. Early and continuous participation

From the onset of the process, including the creation of the participation program, the Planning Commission and city staff will ensure expansive and effective public involvement by using methods that include surveys, information bulletins, and distribution lists for all interested parties to receive regular notices, meeting advertisements, and updates. The public will be well advised of the opportunities for involvement and particularly encouraged to participate in the drafting and review of the proposed updates to the Comprehensive Plan.

2. Communication and information programs

City staff will use all available means to encourage participation at all levels, through outreach and educational efforts, including television appearances that will be available throughout the proposal (web-video), presence at public events, and a website that will be continually updated with project documents and announcements.

Keeping the public informed through a variety of mediums is a key aspect of this program, and the website will be used as a top source of information. Web publications will be posted and updated regularly. These are designed to describe the Comprehensive Plan and the update process, outline opportunities for public involvement, and provide contact information, including the web site, email, and facsimile address for public inquiry and comment. Detailed information and progress reports will be available for local organizations and media outlets, such as local newsletters, news articles, and Bremerton-Kitsap Access Television (BKAT) regular appearances.

3. Public meetings with adequate notice

All public meetings concerning the Comprehensive Plan will be advertised throughout the community. Formal public notices will be posted and published in consistent locations including the Department of Community Development, and “The Sun” (local daily newspaper). Interested parties will be further notified through an electronic notice distribution list, providing process updates and meeting details.

4. Provisions for open discussion

Open discussion will result from a fair and open process, with various opportunities for public input. Public workshops will be advertised and made accessible to the broadest audience possible. Public notification of the meetings will be distributed in advance of the workshops. Discussion will be ensured and encouraged by designated time for facilitated discussion, public hearings prior to adoption of amendments, and well-noticed public comment periods.

5. Opportunity for written comments

Written comments will be accepted and encouraged at all venues and in various forms, including email messages and facsimiles. Notice of public comments periods will encourage written comments and provide contact information, especially on draft comprehensive plan updates. Comments should be addressed to the City of Bremerton Planning Commission at: (Mail Address) Department of Community Development, 345 6th Street Suite 600, Bremerton, Washington 98337; or (E-mail Address) compplan@ci.bremerton.wa.us. For specific questions Long Range Planner, Allison Satter will be available throughout this process at (360) 473-5845.

Planning staff will provide public comment cards at Commission meetings and at strategic locations throughout the city. The comment cards will be regularly collected but also designed for easy postcard mailing. In addition to this, assorted City of Bremerton swag will be handed out to those who are involved in the

commenting process. Written comments will be presented to the Planning Commission during official public meetings.

6. Consideration and “fair response” to public comments

All comments on draft proposals and alternatives will be accepted and brought to the attention of the Planning Commission for their consideration. Written comments will also be kept on file for public review. City Planning Staff will acknowledge the receipt of written comments by sending a letter with notification of opportunities for further involvement.

7. Broad dissemination of proposals and alternatives

Draft proposals and alternatives will be broadly disseminated throughout the community. A bulletin-type publication, posted at various locations to provide general information about the process, will direct the public to the city-wide locations for reviewing the draft materials. Locations for the review of draft proposals and alternatives include:

1. Department of Community Development, 345 6th Street, Suite 600 Bremerton
2. Downtown Library, 612 5th Street, Bremerton
3. Bremerton Area Chamber of Commerce, 286 4th Street, Bremerton
4. Kitsap Regional Library – Sylvan Way Branch. 1301 Sylvan Way, Bremerton
5. Sheridan Community Center, 680 Lebo Blvd., Bremerton
6. Olympic College Library, 1600 Chester Avenue, Bremerton
7. School District Office, 134 Marion Avenue, Bremerton

3. PROGRAM POLICIES AND PROCEDURES:

Throughout the Comprehensive Plan update process, the City of Bremerton will maximize citizen involvement opportunities. This participation program specifically details the comprehensive update process, striving for city-wide participation as opposed to a process which tends to focus on isolated issues or properties. Efforts will continue to make the process open and accessible to all concerned parties and to make related materials and presentations easily understood by the citizens of Bremerton.

STAGES of the COMPREHENSIVE UPDATE PROCESS:

1. Scoping Stage: Review of the Comprehensive Vision and Goals

Public participation efforts begin with accepting public comment on the Work Program established through the District Profiling exercise and review for consistency with State law and regulations. The existing Comprehensive Plan’s vision, goals, policies, and implementation strategies are the starting point for the update. Fine-tuning of the Comprehensive Plan, compliance with Kitsap County-

wide planning policies, Puget Sound Regional Center Vision 2040 and Washington State mandates will be raised for discussion.

2. Adopting Stage: Proposed Updates for a Comprehensive Revision

The Comprehensive Plan Update will be conducted through public, noticed hearings at which community members and interested parties will be encouraged to participate. Planning Commission and City Council will conduct workshops to deliberate the code as a whole, in addition to separating key policies into their own workshops (such as separate meetings for Housing, Land Use, Economic Development, Parks & Recreation, and Capital Facilities & Utilities). All those workshops will provide time for public comment, approximately 24+ meetings. Public Hearings will be held at both the Planning Commission and City Council levels, complete with notices and written comment periods. At hearings, all persons desiring to speak should be allowed to do so, consistent with time constraints.

ROLES in the COMPREHENSIVE UPDATE PROCESS:

As outlined above, the Planning Commission chairs the update process for the Comprehensive Plan. Following the City Council's final adoption of comprehensive plan updates and supplemental development regulations, the Commission will monitor implementation and compliance. The Commission will hold public meetings to provide information on how implementation is progressing and to receive public input on changes that may be needed. When amendments are proposed for adoption, the same public hearing procedure should be followed as attended in the Update adoption process. Public participation and comprehensive planning are iterative and continuous.

Planning staff will provide frequent progress reports on the update to the Planning Commission and the City Council, including verbal reports during regularly televised Council meetings.

Members of the Planning, Engineering, Parks and Recreation, Utilities, and other City Departments will provide technical assistance throughout the process, including requests for neighborhood meetings, sub-committee work, and other opportunities.

The City will support and participate in public education/involvement offered by Puget Sound Regional Council, Kitsap County, Kitsap Regional Coordinating Council, surrounding jurisdictions, special districts, and other area organizations.

[Statutory Authority: RCW 36.70A. -020(11), -.140,-.035,-.070,-.130(2),-.390]