

Chapter 17.12 PUBLIC PARTICIPATION PROGRAM*

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17.12.010 Title.

The ordinance codified into this Chapter shall be known as the Public Participation Program. [Ord. 1179, 2002]

17.12.020 Statutory authority.

This ordinance is adopted pursuant to the provisions of Chapter [36.70A](#) RCW. [Ord. 1179, 2002]

17.12.030 Applicability.

This chapter applies to long-range planning issues, including changes to the County comprehensive plan or development regulations, in proceedings not involving a hearing examiner. [Ord. 1179, 2002]

17.12.040 Statement of purpose.

Lewis County encourages public participation in the Growth Management process. The Public Participation Program is to help serve the public interest by detailing the overall process to facilitate public participation. [Ord. 1179, 2002]

17.12.050 Process and procedures.

(1) The Initial Phase—Workshops.

(a) At this phase a topic is introduced to the Planning Commission and the stage is set for an amendment of either the comprehensive plan or the development regulations. New topics may be identified by the public, through the amendment process by the Board of County Commissioners or by the Planning Commission.

(b) The Planning Commission will hold a series of background workshops identifying the reasoning and legal basis for the decisions to be considered, and the proposals for specific modifications.

(i) _____ The public is invited to observe the workshops, and the Commission will endeavor to provide adequate time at the end of the meetings for public comment or input. The workshops are not public hearings, and although members of the public may be allowed to comment on materials presented, or to identify new information or

questions they may wish the Planning Commission to consider, it is important that such comments and information relate to the topics on the agenda.

~~Requests for new agenda items must be made through the amendment process.~~

(ii) _____ The public may submit written comments on any agenda item, at any time.

(2) Phase 2–Planning Commission Hearings.

(a) Once the Planning Commission has completed the workshop ~~portion of its program~~ phase of the planning process, ~~it~~ staff will publish a notice of the public hearing and circulate a draft proposal for ~~public comment and public hearing~~.

(b) Circulation of proposed draft.

(i) _____ ~~The draft proposal~~ proposed draft shall will be made available to the public at least 15 days prior to the scheduled hearings. To facilitate ~~the easy public review of the materials,~~ copies of the proposal ~~with~~ and related materials and information ~~will~~ shall be made available through a variety of different methods and at a variety of sites – including physically at at the Lewis County Planning Department, through email to any departmental mailing lists, posted and on-line at its web page, the County webpage and physically at sent to strategic locations in the affected area. Such locations may include:

(A*i*) Timberland Regional libraries (5) located at: Chehalis, Centralia, Salkum, Randle, and Winlock.

(B*ii*) _____ Lewis County Senior Centers (5) located at: Morton, Toledo, Twin Cities (Chehalis), Packwood, and Winlock.

(ii) _____ ~~(c) C~~ Copies of the proposal shall also be sent to the state Office of Community Development for their 60-day review. ~~Materials shall also be sent and to all incorporated cities and recognized tribes in the County; and to state, local, tribal and federal agencies that which have requested in writing that they receive copies of all the notice materials.~~

(c*d*) Notice of hearing.

(i) _____ The ~~N~~ notice of the public hearings shall be published in the newspaper of record and in the newspaper of largest circulation in the area affected. ~~The notice shall also be posted in locations of public interest as identified in the public notice provisions of LCC 17.05.100(2)(e) and shall be subject to any additional provisions of state law.~~

(ii) ~~The Notices~~notice shall be published and posted not less than 10 days prior to the hearings and shall identify the time, place, and purpose of the hearings and the locations where information may be reviewed.

(ed) Public hearing. A ~~Public~~public hearings shall have three components:

(i) ~~(i)~~ Staff summary of the materials presented;

(ii) ~~(ii)~~ Opportunity for public questions and questions from the Planning Commission;
and

(iii) ~~(iii)~~ Opportunity for public testimony.

(fe) Public testimony.

(i) _____ During the public testimony portion of the program, ~~witnesses~~members of the public are expected to address the matters on the agenda and not to query staff or the Commission. ~~Staff and the Commission will not comment or respond unless specifically invited by the witness.~~

(ii) _____ At the conclusion of an individual's testimony, ~~the~~a Planning Commission witness may ~~ask~~be asked follow up questions of the person to clarify or focus their point. The Planning Commission may similarly ask questions of staff.

_____ Testimony may be directed to the written proposal, either in favor or opposition, to changes the ~~witness~~individual desires the County to consider, and to choices, alternatives, and environmental consequences of the proposed development.

(iii) _____

_____ (g) Speakers shall be drawn first from a sign-up sheet which will be available at the entry as people enter the hearing room~~hall~~. The Commission will then hear from others who did not sign up, but who may wish to be heard, time permitting. The Chair, at his or her discretion, may provide reasonable limits on the time allotted for each speaker(s) may have. The Chair may similarly and may or may not permit (or not permit) a speaker to address the Commission a second time based on the time available and the need to maintain an orderly public hearing.

(iv) _____

(v) ~~(h)~~ The public will generally be given one week after the final public hearing to deliver any final written comments to the Planning Commission.

(fi) Recommendation.

(i) ~~After the public hearings, the Planning Commission shall~~ may conduct one or more workshops to consider the matters presented.

(ii) ~~The Planning Commission shall then make its recommendations to the Board of County Commissioners.~~

(3) Board of County Commissioner ~~Hearings~~Determination.

~~(a) The Board of County Commissioners shall publish a notice of public hearing on the materials directed by the Planning Commission. Such materials shall be made available to the public in the same manner as the Planning Commission materials.~~

~~(b) The Board of County Commissioners will follow the same hearing process format as the Planning Commission, with the same guidelines as set forth above; Except, that all written comments must be received by the Board of County Commissioners by the close of the public participation portion of their final public hearing, to be considered. The County shall consider both substantive and environmental issues.~~

~~(c) After the public hearing,~~Upon the receipt of a Planning Commission recommendation, the Board of County Commissioners may hold one or more workshops to consider matters raised during the hearings or ~~in the writings submitted.~~ If during this time, the Board feels that the Planning Commission did not effectively consider certain items, the Board may elect to hold a formal public hearing on the issue or remand the issue back to the Planning Commission.

~~(d) If no further review is deemed necessary, the Board may approve the proposal by Ordinance or deny the proposal.~~

~~, and shall take such final action at a public hearing or meeting, as the Commission deems appropriate and in the public interest.~~

(4) The Record.

~~(a) The County will retain a running copy of all materials received or submitted during any workshops and public hearings for the proposal. The record shall will identify, at the least:~~

(i) ~~(a) The time and date of the meetings held throughout the process;~~

(ii) ~~(b) The nature of the proceedings (e.g., workshop, public hearing).~~

_____;

(iii) ~~(c) Subject(s) addressed.~~

_____;

(iv) ~~(d)~~ Persons addressing the subject(s);₂

~~and~~

(v) ~~(e)~~ Documents received during the proceedings.

(b) Minutes shall should be recorded for each of the meetings and hearings throughout the update maintained concurrently and should be approved at the next scheduled meeting. [Ord. 1179, 2002]

17.12.060 Additional considerations.

(1) To ensure cumulative impacts from proposals are effectively considered, Aall related comprehensive plan amendments and development regulations are to be considered concurrently.

(2) To aid and assure public participation, ~~and to assure consideration of cumulative impacts~~, the Board of County Commissioners may consider the use of citizen advisory committees, technical panels, consultant teams and/or groups, individually or in concert where appropriate to aid in the ~~community~~ understanding and processing of GMA issues. No specific format is required, but the goal of public participation is ~~to be~~ encouraged. [Ord. 1179, 2002]

~~[*Note: this chapter was adopted under Ord. No. 1179, originally enumerated as existing "Ch.17.15".]~~