INTRODUCTION

The Comprehensive Plan is a long-range planning document containing goals and policies guiding future development and city services and facilities over the next twenty years. There are six elements of the Plan: Land Use, Housing, Transportation, Utilities, Capital Facilities, and Shoreline Goals and Policies; sections addressing open space, climate change, economic development, and many other issues pertinent to life in Mercer Island are found within those elements.

The Growth Management Act requires most cities and counties to adopt a Comprehensive Plan, update it on an eight-year cycle, and consider amendments to the Plan on an annual basis. Included in the GMA are requirements for public participation in the Comprehensive Plan Update process (RCW 36.70A.140). This Public Participation Program was prepared in accordance with the state requirements, to supplement the Public Participation Principles in the 2005 Comprehensive Plan, and in support of the city-wide commitment to provide opportunities for the public to participate in decision-making.

The goals of this Public Participation Program are to:

- Ensure early and continuous public participation
- Identify procedures and schedules for public participation
- Broadly and effectively disseminate notice of the update process
- Provide information to the public about concepts, ideas and alternatives
- Invite engagement through community outreach engagement, events and public postings
- Publish an anticipated schedule of Planning Commission and City Council public meetings

EARLY AND CONTINUOUS PUBLIC INVOLVEMENT

The effort to update Mercer Island’s Comprehensive Plan began with establishing the scope of the update, which took place in late 2013/early 2014. Because the 2005 Comprehensive Plan continues to be largely consistent with Vision 2040, Multicounty Planning Policies and other long-range regional planning documents and strategies, the scope of the update effort is modest and consists largely of updating data and policies to better reflect current conditions and remain consistent with state requirements and regional plans. On February 3, 2014, the draft scope and timeline of the Comprehensive Plan Update 2015 was reviewed and approved by City Council. In June of 2014, Planning staff will bring an expanded narrative related to the Draft scope of work and engage the Council in a discussion of requirements of the Update and Council priorities.

The Planning Commission will serve as the primary working group and advisory body for the updated Plan, and thus is anticipated to host eight public workshops and hearings before forwarding the plan with recommendations to City Council. A traffic study was initiated and policy revisions began in spring of 2014, with public meetings before the Planning Commission scheduled for late summer through fall of 2014.

PROCEDURES AND SCHEDULE FOR PUBLIC INVOLVEMENT
In addition to required noticing for Planning Commission and City Council meetings, the Comprehensive Plan Update process will be advertised to stakeholders in other ways that invite their participation.

There are several ways to become involved:

1) Visit the Comprehensive Plan Update website for all information related to Plan requirements, the review and adoption process, drafts for review, meeting schedule and contact information. The website address is www.mercergov.org/CompPlanUpdate
2) Sign up for the listserve and be notified via email when new materials are available for review or new information is released. To sign up for the listserve, send an email to CompPlanUpdate@mercergov.org and write “listserve” in the subject line.
3) Review draft materials on the Comprehensive Plan Update website, the Planning Commission website, the City Council website, and at the public counter at City Hall.
4) Discuss concerns or priorities with a Planner via in-person conversation, phone, email or mail. Planners can be reached at City Hall (9611 SE 36th Street), or via telephone at 206-275-7727.
5) Speak with a Planner at community outreach events.
6) Comment on draft materials via email or mail. Written comments will become a part of the public record, and a spreadsheet of comments and staff responses will be included in the meeting packets as appropriate.
7) Attend a Planning Commission or City Council meeting. Members of the public are invited to comment on the Draft Plan at any public meeting. Planning Commission meetings are regularly scheduled for the first and third Mondays of every month, and City Council meetings on the first and third Mondays.

The Comprehensive Plan Update will have its own website where drafts and materials related to the Update will be posted for public review and comment. Additionally, staff contact information will be prominently displayed, and visitors can choose to sign up for the Comprehensive Plan Update listserve to be notified when new materials are available for review. The Comprehensive Plan Update webpage will serve as the primary method of outreach to stakeholders, with all draft materials and background information posted to the webpage as they are released.

Methods and Tools for Engagement

Mercer Island will implement a multi-pronged approach for engagement strategies related to the Plan Update, designed to encourage widespread participation of stakeholders.

Web-based methods:

- Comprehensive Plan Update webpage with all materials and ways to participate clearly identified.
- Email link to publicly comment.
- Opportunity to sign up for the listserve to get notification of new materials to review and meeting dates.
Traditional methods:

- Invitation to come to City Hall review draft plans and background materials available at the public counter.
- Speak with a Planner in-person at City Hall, or call on the phone.
- Attend a public meeting.

Community Outreach Tools:

The City will use a combination of the tools below to effectively disseminate notice of the Comprehensive Plan Update process and provide meaningful interaction and public participation opportunities. The public participation methods listed below may change throughout the Update depending on which tools below are successful at engaging the public in the Update effort.

- Public noticing of Planning Commission and City Council meetings
- Flyer postings in the Community Center, Library, and in City Hall
- Articles and publicity on Channel 21, and in MI Weekly and Mercer Island Reporter
- Comprehensive Plan Update website
- Listserv for email notification of new documents for review, general Plan Update news
- Booth at public events such as Summer Celebration, weekly farmer’s market

BROAD AND EFFECTIVE NOTICING

The Planning Commission is the working group and advisory body for the Comprehensive Plan Update, reviewing drafts, language and data and making recommendations to the City Council. As the final adopting body, the City Council will review the Draft Plan and the Planning Commission’s recommendations and findings prior to Plan adoption.

The Planning Commission’s review of drafted Elements of the Comprehensive Plan is anticipated to occur from summer through fall of 2014, with review by the City Council immediately following.

Planning Commission meetings are regularly scheduled for the first and third Wednesdays of each month, and open to the public. All Comprehensive Plan Update materials prepared for the Planning Commission will be posted to the Comprehensive Plan Update 2015 and the Planning Commission pages, and will be available to view at the public counter.

City Council meetings are regularly scheduled for the first and third Mondays of each month, and open to the public. All Comprehensive Plan Update materials prepared for the City Council will be posted to the Comprehensive Plan Update 2015 and the City Council pages, and will be available to view at the public counter.

Noticing for Planning Commission and City Council meetings will follow the procedures required of public hearings. Noticing will consist of placement in a paper of record (Mercer Island Reporter), posted on the City’s website, and posted in City Hall.
### Comprehensive Plan Update Anticipated Schedule for Adoption

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Planning Commission Meetings</td>
<td>July-November 2014</td>
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<tr>
<td>Notice of intent to adopt sent to Dept. of Commerce</td>
<td>November 2014</td>
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<tr>
<td>City Council Meetings</td>
<td>December-February 2014/2015</td>
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<tr>
<td>City Council Adoption (anticipated)</td>
<td>April 2015</td>
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<tr>
<td>Deadline for adoption</td>
<td>June 30, 2015</td>
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**CONTACT**

This Public Participation Plan may be updated throughout the Comprehensive Plan Update process. To provide feedback on this Participation Plan or the Comprehensive Plan Update, please contact:

Lindsay Brown  
Planner, Development Services Group  
City of Mercer Island  
CompPlanUpdate@mercergov.org  
206.275.7727