



**PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT**


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**RECEIVED**

JUN 25 2014

**MEMORANDUM**

**DEPT OF ECOLOGY  
BELLINGHAM FIELD OFFICE**

**TO:** Chad Yunge, Department of Ecology's Bellingham Field Office  
**FROM:** Steven Sundin, City of Bellingham Planning Department   
**DATE:** June 25, 2014  
**SUBJECT:** Submittal of Bellingham SMP Limited Amendment

Please find the City of Bellingham's submittal for its SMP Limited Amendment.

Bellingham City Council approved Resolution #2013-26 on December 2, 2013 authorizing the City to forward its proposed amendment to the Department of Ecology for your review.

Below are the submittal requirements as cited and reference to our materials which we believe constitutes a complete application. If we are deficient in any way we will provide the necessary materials straight away.

I can be reached at 778-8359 or via email: [ssundin@cob.org](mailto:ssundin@cob.org)

WAC 173-26-110:

A master program or amendment proposed by local government shall be submitted to the department for its review and formal action. A complete submittal shall include two copies of the following, where applicable:

(1) Documentation (i.e., signed resolution or ordinance) that the proposal has been approved by the local government;

**Please see Attachment 1: City Council Agenda Bill, Signed Resolution, Exhibits showing proposal (map and text) and approved Planning Commission Findings of Fact, Conclusions and Recommendations.**

(2) If the proposal includes text amending a master program document of record, it shall be submitted in a form that can replace or be easily incorporated within the existing document. Amended text shall show strikeouts for deleted text and underlining for new text, clearly identifying the proposed changes. At the discretion of the department, strikeouts and underlined text may not be required provided the new or deleted portions of the master program are clearly identifiable;

**Please see Attachment 1. In addition, the City has an existing contract with Code Publishing Company in Seattle. All of our changes to the Bellingham Municipal Code must go through the City Attorney's Office before being sent off CPC. When DOE is finished with their review and if they issue an approval then the City would prepare the appropriate format as part of the adopting City ordinance approving this minor amendment.**

(3) Amended environment designation map(s), showing both existing and proposed designations, together with corresponding boundaries described in text for each change of environment.

**Please see Attachment 2.**

All proposals for changes in environment designation and re-designation shall provide written justification for such based on existing development patterns, the biophysical capabilities and limitations of the shoreline being considered, and the goals and aspirations of the local citizenry as reflected in the locally adopted comprehensive land use plan;

**Please see Attachment 3 which is the Planning Commission Staff Report.**

(4) A summary of proposed amendments together with explanatory text indicating the scope and intent of the proposal, staff reports, records of the hearing, and/or other materials which document the necessity for the proposed changes to the master program;

**Please see Attachment 3.**

(5) Evidence of compliance with chapter 43.21C RCW, the State Environmental Policy Act, specific to the proposal;

**Please see Attachment 4.**

(6) Evidence of compliance with the public notice and consultation requirements of WAC 173-26-100;

**Please see Attachment 5.**

(7) Copies of all public, agency and tribal comments received, including a record of names and addresses of interested parties involved in the local government review process or, where no comments have been received, a comment to that effect.

**Please see Attachment 6.**

(8) A copy of the master program submittal checklist completed in accordance with WAC 173-26-201 (2)(f) and (3)(a) and (h).

**Please see Attachment 7.**