

WRIA 7 Plan Approval Timeline

v20201015

Background

In early August, the Chair distributed a [timeline](#) for Fall 2020 to accommodate thorough review and vetting by all entities before a vote on the final plan. An updated timeline (see below) provides additional detail for developing remaining elements of the plan. As noted in the document, the timeline is fluid and dates may change or additional meetings may be scheduled, as needed. The Chair and Facilitation Team will adaptively manage this timeline throughout the process based on the time needed to complete the plan and comments received on the draft and final plan. At the October 8 Committee meeting, the Chair requested committee feedback on the timeline. **The Chair is distributing this revised timeline to clarify the committee's process for plan finalization and approval.**

Key considerations:

- The chair anticipates that **the Committee will miss the February 1 target date to submit the final plan to Ecology**. Ecology cannot guarantee review of plans after this date, but will try its best; plans that are received after the February 1 target date will be reviewed on a first-come, first-serve basis.
- **The timeline provides Committee members with 3-weeks for a red-flag review of the full draft plan (note that one week of these weeks is over the holidays)**. The full draft plan will include compiled draft Chapter 1-6 and 7, if applicable. The Committee will decide at the December 10 Committee meeting whether to include Chapter 7 in the full draft plan to be distributed.
- The Chair and facilitator strongly recommend the committee reaches **interim approval to distribute the draft plan**. This will occur at the January 14 Committee meeting.
- Committee members initially shared that their internal review process could take three months, however some committee members have expressed they can complete review in a shorter time, if needed. **The timeline provides Committee members with 10 weeks to review the final plan** due to time needed to complete Chapter 7 (NEB).
- The final plan will include Chapter 1-6 and 7, if applicable. **The Chair will not seek comments on the final plan after the local review process is initiated**. If committee members identify fatal flaws with the final plan that would affect their ability to approve, the chair and facilitator will work with the committee to determine time needed for a second-round review by local decision-making bodies and reschedule the vote on approval of the final plan. Fatal flaws identified after the local review process is initiated could jeopardize final approval of the plan.

The [Ecology Memo](#) on Timeline and Expectations for Watershed Restoration and Enhancement Plan Development, Review and Committee Approval provides information on the plan development and review process. The memo communicated that February 1, 2021 is the target date for the chair, on behalf of the committee, to submit an approved plan to Ecology. While this date is not required by statute, Ecology believes it maximizes the likelihood for an adopted plan.

The expectation is that all comments on the draft watershed plan will be discussed during Committee meetings and that all edits will be incorporated during the review of the draft plan. From August 2020 through Q1 2021, the committee will need to complete the steps:

WRIA 7 Watershed Restoration and Enhancement Committee

1. Review and revise the draft plan.
2. Committee meetings to address revisions.
3. Committee meetings to finalize project list and NEB evaluation (as needed).
4. Committee interim approval of the plan for distribution to local decision makers (as needed).
5. Distribution of final plan to local decision-makers that require review/approval.
6. Committee meeting for final approval of the plan. All Committee members (including cities caucus members) are expected to attend the meeting to vote on the final plan.

Committee members’ detailed responses to the [WRE Plan Local Approval Process form](#) are compiled into a table and posted [on box](#). Each entity must identify its own review process to determine how committee members will vote on the final plan.

The Chair and Facilitation team seek to build consensus along the way to minimize the number of issues that arise during the review of the final plan. The expectation is that Committee members and appropriate decision makers will thoroughly review and provide feedback on the plan components as they are developed and during the draft plan review. All comments on the plan components, draft plan, and final plan will be reviewed and addressed during Committee meetings.

This timeline was developed by the WRIA 7 WREC Chair and Facilitator based on where the WRIA 7 Committee is in the planning process, what is left to accomplish and the known timelines for entity review. It is not a formal Ecology timeline.

- **Full draft plan:** Chapter 1-6 and 7, if applicable. All chapters fully drafted; red flag review requested.
- **Final plan:** Chapter 1-6 and 7, if applicable. All chapters previously reviewed by Committee; no further comments solicited and changes strongly discouraged.
- **Red flag review:** identify any elements that if present or missing would result in your entity not being able to approve the plan; this is distinct from a general review that includes feedback and suggestions throughout the text.

Date	Who	Task
Summer and Fall 2020	Committee	Review plan chapters as they are completed.
June 17	Chair	Send draft chapters 1-3
	Committee	Committee members review and comment by July 3.
August 13	Committee	Committee Meeting <ul style="list-style-type: none"> • Discuss comments on draft chapters 1-3 • Finalize any elements of plan not included in initial draft
August 27	Chair	Send draft plan. <ul style="list-style-type: none"> • Revised chapters 1-3 • Chapter 4 (growth projections and consumptive use) • Chapter 5 outline (projects) • Chapter 6 draft (policy) & outline (adaptive management) • Chapter 7 outline (NEB)

WRIA 7 Watershed Restoration and Enhancement Committee

Date	Who	Task
September 10	Committee	Committee Meeting <ul style="list-style-type: none"> • Discuss comments received to plan to date. • Finalize any elements of plan not included in initial draft
September 28	Committee	Due date for comments on draft plan.
Week of September 28	Technical Consultants; Chair	Compile all comments received.
October 8	Committee	Committee Meeting <ul style="list-style-type: none"> • Discuss all comments on draft plan. • Finalize any elements of plan not included in initial draft
October 8 – November 5	Committee	Incorporate draft plan revisions.
October 15	Chair	Distribute draft Chapter 5 (projects). <ul style="list-style-type: none"> • One week turnaround for red flag concerns about projects (10/21) • Three week turnaround for comments (11/9) Distribute revised Chapter 6 (Policy & Adaptive Management) <ul style="list-style-type: none"> • Three week turnaround for red flag review (11/9)
October 22	Committee	Red Flag review due on Chapter 5 (Projects) <ul style="list-style-type: none"> • Flag major concerns with project list for Project Subgroup to consider in developing NEB Chapter
October 28	Project Subgroup	Project Subgroup Meeting <ul style="list-style-type: none"> • Review & Discuss draft NEB Chapter
November 2	Chair	Distribute draft Chapter 7 (NEB) <ul style="list-style-type: none"> • One week turnaround for comments (11/9)
November 9	Committee	Comments due on draft Chapter 7 (NEB) Comments due on draft Chapter 5 (Projects) Red Flag review due on Chapter 6 (Policy & Adaptive Management)
November 12	Committee	Committee Meeting: <ul style="list-style-type: none"> • Discuss comments on draft Chapter 5 (projects). • Discuss comments on draft Chapter 7 (NEB). • Discuss red flag comments to Chapter 6 (Policy & Adaptive Management) • Review proposed changes to address comments to draft plan (distributed in August & discussed at October 8 meeting)
Week of November 16	Project Subgroup	Special Project Subgroup Meeting <ul style="list-style-type: none"> • Continue to develop Chapter 7 (NEB)

WRIA 7 Watershed Restoration and Enhancement Committee

Date	Who	Task
December 3	Chair	Distribute revised draft Chapter 7 (NEB) with December meeting packet
December 10	Committee	Additional Committee Meeting: <ul style="list-style-type: none"> Review NEB Chapter Decision on whether or not to include NEB statement
December 14- January 6	Chair	Distribute full draft plan (Chapter 1-7) for red flag review <ul style="list-style-type: none"> Three week turnaround for red flag review (1/6)
December 14 – January 6	Committee	COMMITTEE RED FLAG REVIEW OF FINAL DRAFT PLAN (Includes all chapters)
January 14	Chair & Committee	Additional Committee Meeting: <ul style="list-style-type: none"> Address final red flag issues Seek approval to initiate local review of final plan.
January 15	Chair	DISTRIBUTE FINAL PLAN <ul style="list-style-type: none"> Committee members to initiate local review process *if approval from Committee. 10 week turnaround to determine whether entity can approve the plan or not *if local review initiated January 15
January 18 – April 5	Committee	LOCAL REVIEW OF FINAL PLAN <ul style="list-style-type: none"> No Committee meetings planned; no further changes anticipated after January 11 Committee members provide updates to Chair on local review process Chair available to help with presentations to decision makers
February 1	Committee	Target date to submit final plan to Ecology – <i>the WRIA 7 Committee will miss the February 1 Target Date</i>
Week of April 5	Committee	Deadline for local approval of Final Plan.
April 15	Committee	Special Committee Meeting to Vote on the Final Plan All Committee members must attend or send the alternate
April 16	Chair	If approved, submit final plan to Ecology (<i>plans that are received after the February 1 target date will be reviewed on a first-come, first-serve basis</i>)
June 30	Ecology	Director of Ecology will decide on plan adoption