



WRIA 8 Plan Approval Timeline

Cedar-Sammamish (WRIA 8)

Watershed Restoration and Enhancement Committee

Background

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. From August 2020 through Q1 2021, the committee will need to complete the steps:

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.

Ecology distributed the [WRE Plan Local Approval Process form](#) to understand Committee members' timeline and needs related to internal review and approval of the plan. Based on this information, the chair and facilitator developed the timeline for plan review for the WRIA 8 WREC. For Committee members' detailed responses to the WRE Plan Local Approval Process Form see [WRIA 8 WRE Plan Local Approval Process](#) responses.

The chair and facilitator updated this timeline in September 2020 due to the additional time needed to complete the draft plan.

Trade-offs and Considerations:

- 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 draft plan.
- The proposed timeline provides 5 weeks for draft plan review and 12 weeks for final draft plan review and approval by local decision makers.
 - Committee members shared that their internal review processes could take upwards of 2 months. Given shifting workloads due to COVID-19 and that the review period of the final draft plan falls over the holidays, the Facilitation team recommends extending the total review time to around three months (Week of November 23 – February 16).
- 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 draft 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.
- If Committee members have comments on the final draft plan, 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 draft plan.
- All comments on the plan components, draft plan, and final draft plan will be reviewed and addressed during Committee meetings.

Proposed plan review and approval timeline:

Date	Who	Task
Spring & Summer 2020	Committee	<p>Review plan chapters and technical memos as they are completed. The expectation is that Committee members will vet all draft plan components with appropriate decision makers within their entity to seek ongoing, thorough review and approval of plan components. This includes the following sections of the Plan:</p> <ul style="list-style-type: none"> • Chapter 1: Plan Overview • Chapter 2: Watershed Overview • Chapter 3: Subbasin Delineation • Chapter 4: New Consumptive Water Use Estimate and Impacts • Chapter 6: Plan Implementation and Adaptive Management • Chapter 7: Net Ecological Benefit (outline only) <p>Discuss comments on plan components at Committee meetings.</p>
September 14	Chair	<p>Distribute draft plan</p> <ul style="list-style-type: none"> • Some sections of the draft plan will be incomplete (e.g. project details, NEB evaluation).
September 24	Committee	<p>Committee Meeting</p> <ul style="list-style-type: none"> • Finalize any incomplete plan sections, such as the project list and NEB evaluation.
October 19	Committee	Deadline for review of draft plan.
Week of October 19	Facilitation Team; Chair	<ul style="list-style-type: none"> • Work to address/incorporate comments that do not require Committee feedback. • Develop discussion guide for comments that do require Committee discussion. • Distribute comments to Committee for review
October 29	Committee	<p>Committee Meeting</p> <ul style="list-style-type: none"> • Finalize any incomplete plan sections. • Discuss comments received to draft plan. • Revise plan, as needed, to address comments.
October 29 through November 13	Facilitation Team; Chair	<ul style="list-style-type: none"> • Build consensus by facilitating 1 on 1 or small group calls to discuss any outstanding comments on draft plan.
November 18	Committee	<p>Committee Meeting</p> <ul style="list-style-type: none"> • Interim Approval of the plan before distribution to local decision makers.
Week of November 23	Chair	<p>Distribute Final Draft Plan and cover memo to committee members.</p> <ul style="list-style-type: none"> • Committee members to initiate local review and approval process.
November through February	Committee	Final Draft Plan review and approval by local decision makers.
February 1	Committee	Target date to submit final plan to Ecology – <i>the chair anticipates the WRIA 8 Committee will miss the February 1 target date</i>
February 16	Committee	Deadline for review of final draft plan.

Date	Who	Task
February 25	Committee	Committee Meeting <ul style="list-style-type: none"> • Vote on approval of final draft plan. All committee members, including cities caucus members must approve the plan before it is submitted.
March 1	Chair	Submit final plan to Ecology to begin the review. (<i>plans that are received after the target date will be reviewed on a first-come, first-serve basis</i>)
June 30	Ecology	Director of Ecology will decide on plan adoption by June 30, 2021.

WRIA 8 WRE Plan Local Approval Process

Entity	Who at your organization will need to review the plan before approval?	Are there specific individuals or bodies that must authorize approval of the plan prior to your vote?	Briefly describe the process and timeline for reviews, including meeting schedule and/or frequency.	How can Ecology help?
Department of Ecology	<ul style="list-style-type: none"> Water Resources Regional Section Manager Streamflow Section Manager 	<ul style="list-style-type: none"> Water Resources Regional Section Manager Streamflow Section Manager 	<ul style="list-style-type: none"> Chair briefs the section managers every 6-8 weeks 30 days to review draft plan 	
Department of Fish and Wildlife	<ul style="list-style-type: none"> Science team Policy team Other WDFW staff, as appropriate 	Streamflow restoration team and possibly other management staff	<ul style="list-style-type: none"> Streamflow restoration team meets every 2 weeks Minimum 6-8 weeks to review 	Provide as much time to review plans as possible
Alderwood Water & Wastewater District*	John McLellan is primary reviewer	Board will authorize approval for GM	Estimated time: 2-4 weeks	Executive summary, include how plan impacts entities and agencies
Master Builders of King and Snohomish Counties	WRIA 7, 8, and 9 WREC representatives, Director of Govt Affairs	Decision will come from Govt affairs staff If there are any big concerns, will need to take to Board of Directors (meet monthly)	<ul style="list-style-type: none"> Weekly check ins with WREC representatives 1-2 weeks for plan review (1 month at most) 2-4 weeks for decision 	Consider extending timeline given COVID-19
King County	<ul style="list-style-type: none"> Department of Natural Resources and Parks staff Department of Local Services staff 	<ul style="list-style-type: none"> Directors of Department of Natural Resources and Parks and Department of Local Services 	<ul style="list-style-type: none"> Gov relation officer initiate staff review- 30 days Signature approval: 30 days Total estimated time: 60 days 	<ul style="list-style-type: none"> Start drafting plan sections Reduce number of meetings, focus meetings on decision-making
King County Ag Program		If projects impact agriculture, would ask Ag Committee to review (meet monthly)	Same as process for King County	

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Snohomish County	<ul style="list-style-type: none"> Staff at PW-SWM, PDS, Prosecuting Attorney-Civil, County Executive 	<ul style="list-style-type: none"> County Council Executive branch leadership through County Executive 	<ul style="list-style-type: none"> Distribute content to reviewers as available 4 weeks for Executive review and transmittal to Council 5 weeks for Council review (cannot occur during Oct/Nov due to county budget deliberations) 	Scheduling to avoid final action by the County during Oct/Nov.
Kent	<ul style="list-style-type: none"> Environmental Engineering manager, Environmental supervisor, other internal staff involved in WREC planning City Attorney 	Upper-level managers for Public Works and internal staff involved in WRIA planning efforts.	<ul style="list-style-type: none"> If Plan will not impact land use standards, will take ~3 weeks If Plan impacts land use standards, may need to go through City Council review process and will take additional 1-2 months 	Briefing document for Management
Muckleshoot Indian Tribe	<ul style="list-style-type: none"> Fish biologists Habitat program manager 	Director and Fisheries Commission (meets once a week, less if fishing)	<ul style="list-style-type: none"> Review by technical staff Approval by managers Present to Commission for approval Total estimated time: 2 months 	Ecology available to answer questions
Snoqualmie Indian Tribe	Snoqualmie Tribal Council, Government Affairs and Special Projects dept, in-house legal counsel	Tribal Council	<ul style="list-style-type: none"> Tribal Council meets weekly (can take a long time to get on agenda) Tribal WREC representatives to prepare briefing materials for Gov Affairs, Environmental and Natural Resources, and Legal Teams, and Tribal Council <ul style="list-style-type: none"> Provide chapters of plan as received Provide final plan to all parties and Council Members Present plan at Tribal Council Meeting Estimated time: 4-6 weeks (best case scenario; likely to take longer if over the holidays) 	Consider extending timeline given COVID-19

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Tulalip Tribes	<ul style="list-style-type: none"> Internal staff review Coordinate with legal staff 	Board of Directors (meet monthly; first week of month)	<ul style="list-style-type: none"> Staff review – 1 month Legal review – 2 months BOD meetings first week of the month Estimated time: 1 – 2 months 	<ul style="list-style-type: none"> Consider extending timeline given COVID-19 Have presentation available for briefing BOD
Seattle	<ul style="list-style-type: none"> Water Line of Business Director (SPU) Seattle City Light Managers Corporate and Government Relations 	General Manager, SPU	<ul style="list-style-type: none"> Monthly internal coordination meetings for WRIA 7, 8, 9 Monthly water LOB and SCL ELLBU briefings 30 days to approve (although if over holidays, may need 2 months) 	<ul style="list-style-type: none"> Ecology available to answer questions Provide a cover letter with the plan
Center for Environmental Law and Policy	Board of Directors	Executive Director	<ul style="list-style-type: none"> Quick process 	
City of Bothell*	Internal staff review, development committee	<ul style="list-style-type: none"> Public Works Director Community Development Director 	<ul style="list-style-type: none"> Development Committee meets monthly Estimated time: 30 days If any items that require policy or development code changes need to go through planning commission and would require an additional 60 days (90 days total) 	
City of Issaquah	<ul style="list-style-type: none"> WREC representative Development services Group Public Works & Engineering 	Motion by City Council	<ul style="list-style-type: none"> If no changes to city code: 2 weeks for technical review; 2 weeks to prepare agenda for council; approved through motion. ~4 weeks total If changes to city code: months longer and adds public process City Council meets twice a month 	

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City of Redmond*	<ul style="list-style-type: none"> Internal staff review by WRE representative 	City Council	<ul style="list-style-type: none"> Present at study session for City Council Approval by City Council through consent agenda Estimated time: 2 months Redmond will update Ecology if they develop a shorter process 	Assist with study session presentation to Council
City of Sammamish	<ul style="list-style-type: none"> Senior Stormwater Program Manager Director of Public Works 	<ul style="list-style-type: none"> City Council (not required but would like to put forward as a consent agenda item) 	<ul style="list-style-type: none"> 1 month 	<ul style="list-style-type: none"> Executive summary geared towards elected officials
City of Bellevue*				
City of Kenmore*				

*Entity did not submit a Local Approval Process Form.