



## 2024 Comprehensive Plan Climate Element Update Public Participation Plan

Last updated June 18, 2025

### Introduction

The City of Edgewood is updating its Comprehensive Plan to include climate and sub-element greenhouse reduction required by HB 1181. Edgewood is a fully planning jurisdiction and is required to evaluate the Comprehensive Plan and development regulations against updates in Growth Management (RCW 36.70A.130). Legislation signed into law in 2023 (HB 1181) added a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have climate element and greenhouse reduction sub-element. Climate elements must maximize economic, environmental, and social co-benefits and prioritize environmental justice to avoid worsening environmental health disparities. A climate element and greenhouse reduction sub-element can take the form of a single comprehensive plan chapter or be integrated into several chapters/elements such as housing, transportation, and land use.

### Public Participation Plan Objectives

This document outlines the public participation opportunities for the climate element of the Edgewood Comprehensive Plan, including engagement methods, timeline, and implementation strategies. This is a working document and may be updated over time to reflect the needs of the community, changes in scheduling, etc. The objectives for this Public Participation Plan are:

- Inform the public of the climate element of the Comprehensive Plan and development regulations update, the process, and outcomes.
- Bring community members and subject matter experts into the planning process, ensuring the resulting climate element is co-created with members of the community, especially people and organizations most impacted by climate change.
- Utilize outreach methods to inform the public and property owners of the variety of participation opportunities.
- Exchange information by conducting collaborative events that engage in conversation and the exchange of ideas and information. By exchanging information, we can give participants more ownership in the outcome of planning processes leading to buy-in, a sense of ownership, and higher-quality planning documents.
- Be inclusive of a range of perspectives, engaging the public in unique ways to reach a broader audience and understand their goals, needs, and desires.

- Provide access to engagement opportunities, events, and participation for all residents within Edgewood, including vulnerable populations and overburdened communities.
- Be transparent and openly reflect a variety of viewpoints within the community and the city's process for the development and implementation of the Comprehensive Plan.
- Build support for the Comprehensive Plan and work with the Edgewood community, elected officials, and other agencies toward success in implementing its goals and policies.

## **Roles and Responsibilities**

### ***The Public***

The public is defined as members of the community including residents, groups, property owners, farmers, business owners and any others that might be interested in the Comprehensive Plan climate element and development regulation amendments. The following sections contain a breakdown of some specific types of community groups and organizations that the City will attempt to engage in the process.

### ***City of Edgewood***

Edgewood is responsible for the updating of the climate element of the Comprehensive Plan and development regulations in compliance with the Growth Management Act. This responsibility includes actively inviting public comment and coordinating with state, regional, and City planning policies as outlined in the GMA.

### ***Climate Policy Advisory Council (CPAC)***

The City will facilitate the creation of a CPAC to provide local expertise and experience to the climate planning process. CPAC members will represent the eleven sectors outlined in the Department of Commerce climate planning guidance. The City will make an intentional effort to include local tribal partners and members of underrepresented groups on this policy team. The role of the CPAC is to "truth-test" the data, analyses, and policies.

### ***Critical Partners***

Critical partners are defined as any individual or organization with specific experience or expertise in an area relevant to the climate planning process. Critical partners may or may not be members of the CPAC, but their insights are valuable and sometime necessary to guiding climate policy. Examples of critical partners include public works directors, water purveyors, leadership from community-based organizations, academics and researchers, educators, and public health experts.

### ***Planning Commission***

The Edgewood Planning Commission, a volunteer advisory body appointed by the City Council, is required to review amendments to the climate element of the Comprehensive Plan and development regulations, conduct at least one public hearing, and provide a recommendation to the City Council for consideration and potential adoption.

### ***City Council***

The Edgewood Council will review the Plan, hold public meetings, conduct at least one public hearing and adopt the final Plan.

## **Communication Channels**

Information must be made available so any interested person can review the materials and participate. Throughout the Comprehensive Plan climate element update process, the City will maintain several channels to notify the public and other participants of relevant meetings and events. Regular opportunities for education and notification may include:

- ❖ Website: City of Edgewood Climate Planning dedicated webpage:  
<https://www.cityofedgewood.org/449/Climate-Planning>
- ❖ Notice Boards: Material posting at public locations including:
  - Edgewood City Hall
  - Social media posts
- ❖ E-Notice's via e-notice mailing list on the city climate page.
- ❖ Regular communication to the CPAC and through CPAC member networks

## **Participation Inclusivity and Potential Barriers**

The channels by which we communicate and the events we hold should incorporate an inclusive engagement approach. The table below identifies the engagement options for this plan, including the potential barriers of each, and the methods to achieve inclusiveness.

Engagement Method	Potential Barriers	Inclusivity Method
<b>Project Website</b> <i>A central location for status updates, draft documents, meeting schedules and related information, official notices, and feedback/comment portal</i>	<ul style="list-style-type: none"><li>• Getting visitors to the website</li><li>• Reaching non-English-speaking citizens</li><li>• Reaching residents in areas of the city with limited internet services</li><li>• Uploading materials in a timely manner</li></ul>	<ul style="list-style-type: none"><li>• Ensure ease of access through virtual outreach on social media and email correspondence directing public to website</li><li>• Provide multilingual materials based on need and availability</li><li>• Make materials available in advance for distribution to the public</li><li>• Keep participants informed of results/progress</li></ul>

		<ul style="list-style-type: none"> <li>• Display information in multiple formats (images, charts, graphs, videos, etc.)</li> <li>• Offer email signup to provide more targeted materials via email for those interested</li> </ul>
<p><b>Social Media</b></p> <p><i>Sharing of public events, surveys, and other opportunities to participate</i></p>	<ul style="list-style-type: none"> <li>• Posting and noticing in a timely manner</li> <li>• Creating postings that appeal to a wide audience</li> <li>• Reaching non-English-speaking citizens</li> <li>• Reaching citizens in areas of the city with limited internet services or not utilizing social media</li> </ul>	<ul style="list-style-type: none"> <li>• Provide multilingual materials based on need and availability</li> <li>• Links to surveys and other web-based platforms provided</li> </ul>
<p><b>Public Meetings, Open Houses, and Presentations</b></p>	<ul style="list-style-type: none"> <li>• Identifying appropriate events for the community</li> <li>• Engaging non-English-speaking citizens</li> <li>• Childcare availability</li> <li>• Potential for low participation</li> <li>• High level of coordination/communication required</li> <li>• Inclement weather</li> </ul>	<ul style="list-style-type: none"> <li>• Work with City departments to identify appropriate events to reach a diverse audience</li> <li>• Designate 1-2-point people for coordination/communication to ensure clarity and efficiency</li> <li>• Provide options for non-English-speaking participants and ensure ADA accessibility</li> <li>• Incentivize participation with food and/or childcare</li> <li>• Include opportunities for both virtual and in-person participation</li> <li>• Tailor events to various size audiences</li> </ul>

		<ul style="list-style-type: none"> <li>• Provide education and background materials at the beginning of each event</li> <li>• Co-create workshops, focus groups, and/or open house events with community-based organizations and cultural brokers to ensure material is appropriate and events are well-attended.</li> <li>• Consult CPAC for ideas on which events to attend and best ways to ensure participation</li> </ul>
<b>Printed Materials</b>	<ul style="list-style-type: none"> <li>• Reaching non-English-speaking citizens</li> <li>• Potential for low participation</li> </ul>	<ul style="list-style-type: none"> <li>• Provide materials in a variety of languages as needed</li> <li>• Identify a variety of outlets with relevant contact information for notification and distribution of materials (newspapers, neighborhoods, churches, and other community-oriented organizations/groups)</li> <li>• Include website link and QR code for access</li> </ul>
<b>City Council and Planning Commission</b>	<ul style="list-style-type: none"> <li>• Reaching non-English-speaking citizens</li> <li>• Potential for low public participation</li> </ul>	<ul style="list-style-type: none"> <li>• Provide options for non-English speaking participants and ensure ADA accessibility</li> <li>• Incentivize participation with food and/or childcare</li> <li>• Include opportunities for both virtual and in-person participation</li> </ul>
<b>Meetings and Hearings</b>	<ul style="list-style-type: none"> <li>• May be intimidating</li> <li>• Childcare availability</li> <li>• Inclement weather</li> </ul>	<ul style="list-style-type: none"> <li>• Provide options for non-English-speaking</li> </ul>

		<p>participants and ensure ADA accessibility</p> <ul style="list-style-type: none"><li>• Incentivize participation with food and/or childcare</li><li>• Including opportunities for both virtual and in-person participation</li></ul>
Critical Partner (CP) Interviews	<ul style="list-style-type: none"><li>• Possibility of overlooking potential partners or expertise</li><li>• CPs may have limited availability</li></ul>	<ul style="list-style-type: none"><li>• Consult with CPAC to identify CPs</li><li>• Offer flexible, 1:1, and virtual meeting options to best accommodate CP schedules.</li></ul>

## Engagement Activities

This section delves deeper into each of the engagement strategies that are planned as part of the 2024 Comprehensive Plan climate element update process, including descriptions and anticipated timeframe.

### *Project Website*

Timeframe: Duration of Project

The project website will provide the latest information related to the 2024 Comprehensive Plan climate element for all interested parties. The website will allow the public to:

- ❖ Access project status and timelines
- ❖ View meeting schedules and related information
- ❖ Review draft and final documents and community workshop materials
- ❖ Provide feedback through a comment portal
- ❖ View official notices related to the update process
- ❖ Sign up for E-Notification
- ❖ See notice and details of engagement opportunities

The City will be responsible for updating the website with current information as the consultant team provides deliverables and schedules events.

### *Social Media*

Timeframe: Key Points in the Project timeline

Social media will be utilized to broadcast public events, surveys, and other public participation activities. Project information will be targeted to areas in the City of Edgewood by using strategically scheduled posts.

#### ***Critical Partner Interviews***

Timeframe: TBD

Interviews will be held with CP representatives. The interviews were primarily in-person and flexible to accommodate the diverse working schedules and home life responsibilities.

#### ***Interactive Community Surveys (Social Media and Printed Materials)***

Timeframe: TBD

Edgewood will lead the design of a community survey on google forms (survey monkey). The survey will be made available online and in print format. City officials will provide the survey in English (and possibly other languages). Following the completion of the survey, staff will analyze the information to assist in the 2024 Comprehensive Plan climate element update.

#### ***Climate Planning Advisory Committee (CPAC)***

Timeframe: TBD

As part of the climate planning process, jurisdictions must form an internal staff team to manage the entire update process and include at least one advisory committee composed of community volunteers and other stakeholders as its primary advisory committee for the comprehensive plan. As possible, the City will invite representatives with expertise across eleven sectors required by the Washington State Department of Commerce for climate planning: Agriculture & Food Systems, Buildings & Energy, Cultural Resource & Practices, Economic Development, Emergency Management, Health & Wellbeing, Ecosystems, Transportation, Waste Management, Water Resources, and Zoning & Development.

Meetings Timeframe:

Below is a list of tentative dates for the coordination meetings.

Quarter	Meeting Date
Q1 – July – September 2027	July 2027
Q2 – October – December 2027	December 2027
Q3 – January – March 2028	March 2028
Q4 – April – June 2028	June 2028

### ***Tribal Engagement Plan***

Timeframe: TBD

The original occupants of the City of Edgewood include members of many tribes, including, but not limited to, the Puyallup Tribe of Indians and Muckleshoot Indian Tribe. Members of these Tribes still reside in the area now known as Edgewood today. In fact, the far eastern edge of the Puyallup Off-Reservation Trust Land overlaps with the far western part of the City's boundary.

The City's approach to Tribal engagement is very simple – we will ask the Tribes how they would like to participate and be engaged. The City will invite local Tribes to participate on the Climate Policy Advisory Committee. If the Tribes do not have time or capacity to participate fully as CPAC members, the City and any consultants they hire to facilitate the climate planning process, will make themselves available for additional meetings with the Tribes at times and locations best suited to the Tribes.

As the City learns more on what works best for our Tribal partners, we will amend and modify the public participation plan accordingly.

### ***Draft Element Presentation***

Timeframe: TBD

City staff and consultants will present a summary of engagement efforts and the draft Climate Element to the Planning Commission.

### ***Final Plan Presentation***

Timeframe: TBD

A combined Planning Commission Public Hearing will be held to roll out the final draft of City of Edgewood Climate Element. City staff and consultants will provide an overview of the planning process, public feedback, and a final draft of the element. Final feedback will also be collected from the public bodies, and substantive comments will be incorporated into the final draft.

### ***Planning Commission Recommendation***

Timeframe: TBD

The Planning Commission is required to review the climate element and provide a recommendation to the City Council for consideration and adoption.

### ***Climate Element Adoption***

Timeframe: TBD

The City Council will hold a study session and/or regular meetings to review and to adopt the Climate Element.

## Project Anticipated Schedule

Climate Planning Public Participation Plan		
Action	Description	Date
Develop & Implement Public Participation Plan (ongoing)	Establish a public participation process. Conduct public outreach	January 2025 - December 2029
Track Public Participation and Report Out (ongoing)	Compile and analyze community input gathered during the planning process.	June 2025 – June 2029
Project Website	Project Website	June 2025 - June 2029
Climate Policy Advisory Committee	Create a Climate Policy Advisory Committee (CPAC)	July 2027 - December 2029
Draft Climate Assessment and Recommendation	Evaluate the potential climate impacts and climate resilience opportunities	June 2023 - June 2025
Draft Policy Audit and Gap Analysis	Current climate-related policies, plans, and actions, versus what is needed to meet local, regional, or state climate goals.	June 2023 - June 2025
Conduct Climate Vulnerability Assessment	Map asset/hazard pairs, identify impacts, consider non-climate stressors, assess probability, risk, adaptive capacity and vulnerability.	July 2027 – Dec 2029
<u>Finalize Climate Impact Assessment</u>	<u>Finalize</u> <u>Revise and update</u> previously composed draft Climate Impact Report with support of the CPAC.	<u>July 2027</u> - December 2027
Complete GHG Emissions Inventory	Work with consultant to gather GHG emissions data and conduct inventory for both local government emissions and community-wide emissions.	July 2027 - December 2027
Finalize Policy Audit and Gap Analysis	Analyze all current climate-related policies, plans, and actions, versus what is	July 2027 - December 2027

	needed to meet local, regional, or state climate goals.	
Public engagement events	Schedule and conduct public outreach events outlined above with materials completed through Jan 2028. This will likely include GHG emissions, current policy situation, and climate impacts. The primary goal of this engagement period is to gather feedback from the public on how climate change is or will impact on their lives and what they want to see the city do to address these issues. Feedback gathered during this period will guide the creation of the draft element.	January 2028 – December 2028
Draft GHG Reduction Sub-element and Climate Resilience Sub-Element	Create draft climate element using guidance from the CPAC and feedback from public engagement. Develop draft climate GHG reduction and climate resilience sub-elements and update goals and policies. Initial draft is created in collaboration with CPAC then workshopped and revised with broader community.	January 2028 - December 2028
Climate Element Open House	Public Outreach	December 2028
Planning Commission Approval	Present final draft climate element to Planning Commission. Incorporate any suggested feedback. (defer to	April 2029 – May, 2029

	Planning Commission Comp Plan update process for more specific guidelines)	
City Council Approval	Present Planning Commission approved Climate Element to City Council for approval. Note: City Council and Planning Commission will be engaged as desired throughout the climate planning process.	June 15, 2029
Final Public Participation Results	Hold public meetings, outreach events, identify and conduct outreach with the public, Inform and analyze feedback from stakeholders	June 15, 2029
Final Comprehensive Plan Climate Element and implementation Plan/Ordinance	Develop a final Climate Element plan	June 15, 2029
Draft Edgewood Municipal Code Amendments and other identified Actions	Draft municipal code amendments to reflect updates goals, policies and climate assessment recommendations.	June 15, 2029
Final Edgewood Municipal Code Amendments and other identified Actions	Finalize EMC updates with adopting ordinance.	December, 2029
*All dates and activities are subjected to change. The most up to date information can be found on the project <a href="#">website</a> .		