

**CITY OF PORT  
TOWNSEND**

**NOTICE OF INTENT TO  
ADOPT CITY OF PORT  
TOWNSEND CAPITAL  
FACILITIES PLAN FOR  
2023-2028**

**NOTICE OF  
DETERMINATION OF  
NON-SIGNIFICANCE  
& NOTICE OF PUBLIC  
HEARING**

**City of Port Townsend Capital Facilities Plan 2023-2028 (CFP)** - The City of Port Townsend is considering adopting a CFP for 2023-2028 as an amendment to the City's Comprehensive Plan and as part of the City's annual budgeting process in accordance with 20.04 PTMC. The CFP provides a comprehensive overview of the City's capital investment needs. The plan incorporates capital plans associated with the City's functional plans, six-year transportation improvement plan, and other community initiatives.

Adoption of the CFP is a non-project action. All future project actions may be subject to review under the State Environmental Protection Act (SEPA).

**Location:** All of the projects listed in the CFP are within Jefferson County, WA. Most projects are located within the city limits. Some projects associated with water system, housing, economic development and the environment may occur outside of the city limits.

**Proponent:** City of Port Townsend  
Public Works Department  
250 Madison Street Suite 2R  
Port Townsend, WA 98368

**Lead Agency:** City of Port Townsend, Planning and Community Development Department (PCD)

**File reference:** LUP 22-068

**Determination of Non-Significance:** The City of Port Townsend, as SEPA lead agency for this project, has determined that the proposal will not have a probable significant adverse impact on the environment and issued a Determination of Non-Significance under the State Environmental Policy Act Rules (WAC 197-11-340). This determination was made after a review of a completed environmental checklist and other information on file with the City of Port Townsend which can be obtained from the address shown below.

**SEPA Public Comment/Appeal Period:** Written comments/appeals concerning the environmental analysis and SEPA determination must be submitted to the Development Services Department no later than 4:00 p.m., **December 1, 2022**. This comment period will be the only time to comment on the environmental impacts of the proposed project. Any appeal of a Threshold SEPA determination for Type V applications is heard by the City Council. Please address SEPA comments/appeals to the staff contact listed below.

**Public Hearing: On December 5, 2022**, beginning at or about 6:30 p.m. City Council will hold an open-record public hearing at Council Chambers of Port Townsend's City Hall, located at 540 Water Street to consider plan adoption. Persons wishing to testify may do so either by submitting verbal testimony during the public hearing by joining in person via computer or tablet at <http://joinwebinar.com> (enter the 9 digit Webinar ID 242-937-955) or by submitting written comments to the City Clerk, City of Port Townsend, 250 Madison Street, Suite 2, Port Townsend, WA 98368. Written comments must be received by 4:30 p.m. on **December 5, 2022**. Submit public comment emails to be included in the written record to: [publiccomment@cityofpt.us](mailto:publiccomment@cityofpt.us).

**Available Documents:** A copy of the draft City of Port Townsend Capital Facilities Plan, SEPA Checklist and Determination of Non-Significance (DNS) are available for inspection at no cost at the City of Port Townsend in the Development Services Department (Third Floor) at 250 Madison Street, Port Townsend and will be posted at: <https://cityofpt.us/development-services/page/land-use-projects-under-review>

**Responsible Official/Staff Contact:** Emma Bolin, Planning and Community Development Director

**Email:** [ebolin@cityofpt.us](mailto:ebolin@cityofpt.us)

**Address:** City Hall, Suite 3  
250 Madison Street  
Port Townsend, WA 98368

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