

**CITY OF PORT TOWNSEND
STATE ENVIRONMENTAL POLICY ACT (SEPA)
DETERMINATION OF NONSIGNIFICANCE**

Date of Issuance: May 6, 2025

Lead Agency: City of Port Townsend
Planning and Community Development
250 Madison Street
Port Townsend, WA 98368

Agency Contact: Adrian Smith
Long Range Planner
(360) 379-4423
Asmith@cityofpt.us

Proposal Description: Port Townsend 2026 Parks Recreation and Open Space (PROS) Plan
– The proposed action is the adoption of the Parks Recreation and Open Space (PROS) Plan and matching amendment to the Capital Facilities Element of the Comprehensive Plan. The PROS Plan is a 6-10 year planning document that sets planning framework for park and recreation services within the City of Port Townsend, including goals, policies, level of service, and funding plans. Regular updates of the PROS Plan are required by RCO.

Location: The proposed PROS Plan will apply city-wide.

Proponent: City of Port Townsend
Community Services Department
250 Madison Street
Port Townsend, WA 98368

Lead Agency: City of Port Townsend
Planning and Community Development Department (PCD)
250 Madison Street
Port Townsend, WA 98368

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 on the first page of this document.

This determination is based on the following findings and conclusions: The Environmental Checklist (Ex. A) adequately addresses the environmental impacts of the proposed amendments. Subsequent project actions (e.g. construction/repair projects) may require further project-level under SEPA, Critical Areas (PTMC 19.05), or Shorelines Master Program. No probable significant adverse impact on the environment has been identified from adoption of the proposed

PROS Plan or connecting amendment in the Comprehensive Plan, therefore a Determination of Non-significance is warranted.

SEPA Public Comment Deadline: Written comments/appeals concerning the environmental analysis and SEPA determination must be submitted to Planning and Community Development no later than 4:00 p.m., May 20, 2026. This comment period will be the only time to comment on the environmental impacts of the proposed project. Any appeal of a SEPA determination for Type V applications is heard by the City Council. Please address comments/appeals to the staff contact.

Responsible Official: Emma Bolin, AICP
Planning and Community Development Director
(360) 390-4048
ebolin@cityofpt.us

Signature: _____ **Date:** May 4, 2026

TO: All Permit and Review Authorities

ENVIRONMENTAL RECORD

The environmental review consisted of analysis based on the following documents included in the environmental record.

DOCUMENTS/REFERENCES:

- Exhibit A: Environmental Checklist
- Exhibit B: 2026 Parks Recreation and Open Space Plan
- Exhibit C: 2026 Amendment to the Capital Facilities Element of the Comprehensive Plan

Unless otherwise noted, the above information is available for review at the Department of Planning and Community Development , City Hall, 250 Madison Street, Suite 3, between the hours of 9 am to 1 pm Monday through Thursday.