

# General Docket Process Steps (Legislative)

## Comprehensive Plan and Code Amendments

**Preliminary Docket Review** Board reviews preliminary docket, usually during a briefing

**20-Day Written Comment Period** Staff makes final edits, publishes the legal notice, notifies interested parties, and analyzes written comments for the Board to review.

**Board Reviews Written Comments** Typically takes place at a board briefing

**Board Gives Direction on Proposed Docket** Usually happens at the same time as when the Board reviews written comments

**Develop Final Official Docket** Can take about one week, depending on staff workload.

**Submit for Adoption** The docket is adopted at a regularly scheduled Board meeting, which are held on Tuesdays.

**Board adopts Official Docket** After it has been established, the docket is published on the County's home page.

Under state law (RCW 36.70A.470), the **purpose** of the docketing process is to provide a way for interested parties to suggest Comprehensive Plan and development code amendments to the Board. It is also designed to make the public aware of proposed items that are under consideration.

It is the Board's discretion to place, or remove, any item on the official docket.

**Note: All board briefings are open to the public.**