

## SURVEY INSTRUCTIONS

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### Dear Spring Lake Community Member,

Spring Lake recently chose to incorporate to guide our own future — a choice that reflects our shared love for the town’s natural beauty, open spaces, rural character, and small-town feel.

The Town Council and Planning Commission are now gathering input to help shape the Town’s General plan and future land-use policies. This survey is a significant opportunity to share your views on what makes Spring Lake special, what you hope to preserve, and how you would like to see the town grow in a way that protects our character and values. Your responses will help the Council and Commission understand a broad range of viewpoints.

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### Who Should Respond

- **Residents:** One survey per household. Multiple adults living in the same home should collaborate and submit a **single, shared response** that reflects the household’s perspective.
- **Non-Resident Property Owners:** One survey per property owner. If an individual owns multiple parcels within Spring Lake, they should submit **one consolidated response** reflecting their views for all properties they own.
- **Residents who also own property:** If you live in Spring Lake and also own property, please submit **one consolidated survey** reflecting both your household perspective and your views for all properties you own.

*Rationale: This ensures fairness and equal representation for all households and property owners, regardless of household size or number of parcels owned.*

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### Confidentiality of Survey Responses

- Individual responses will be kept strictly confidential.
- While surveys are numbered to help avoid duplication, *survey numbers are **not** tracked to individuals in order to maintain confidentiality.* No survey answers will be linked to specific households, residents, or property owners when results are reported. Surveys should **not** be copied or duplicated. **Any duplicated survey numbers WILL BE EXCLUDED FROM SURVEY RESULTS.**

- Only aggregate trends and summary data will be presented publicly, such as percentages or general observations by participant category (resident, non-resident property owner).
  - The goal is to protect privacy while providing meaningful community-level insights to guide the General Plan and future ordinances.
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### How to Complete the Survey

- **Enclosed Survey:** Fully complete the enclosed survey and return it using the addressed, pre-stamped envelope.
  - **Due Date:** Completed surveys must be mailed no later than March 13, 2026, for your responses to be included in the total results.
  - **Replacement Surveys:** If you need help completing your survey or need a replacement survey, contact our town recorder, Becca Batty, at (206) 596-1488 to request a replacement.
  - **Estimated Time:** 10 – 12 minutes
  - Answer each question thoughtfully; Reminder that submitting multiple surveys for the same household or property owner is not allowed, as it could skew results.
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### How Survey Results Will Be Presented

- Survey results will be **summarized and shared publicly** with community at community open houses (dates and location to be announced in the near future).
  - Data will be reported by participant categories: residents and non-resident property owners.
  - Trends, percentages, and areas of consensus will be highlighted, along with areas where opinions vary.
  - Individual responses will **remain confidential**; no responses will be tied to specific households or properties.
  - Results will be used to **guide recommendations for the General Plan and future ordinances**. They are **advisory**, not regulatory, and do not determine rules for any individual property.
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Thank you for helping guide Spring Lake's future. By sharing your input, you are contributing to a plan that reflects our shared identity, preserves the qualities we all treasure about our town, and ensures thoughtful, community-driven planning for generations to come.

With appreciation,

*Spring Lake Town Council and Spring Lake Planning Commission*