Town of Concrete Shoreline Master Program Update:  
Task 1.2 - Public Participation Plan

Planning Commission

The Town of Concrete will rely upon its regularly scheduled Planning Commission Meetings as the primary vehicle for engaging and keeping the public informed of the master program update process. Utilization of the Planning Commission will assure early and continuous opportunities for participation throughout the process consistent with RCW 36.70 A.130 and WAC 173-26-090. Presentations will be made at key milestone points through Phase 2 of the update. Following completion of Phase 2 (in April 2011) the Commission will include a Master Program Update Status Report as a regular item on the commission’s monthly agenda. Public comments and points of discussion may be received at each meeting and reflected in meeting minutes. An introduction to the update process was provided to the Commission by Graham-Bunting Associates (GBA) at the February 2, 2010 Commission meeting. The following subjects were discussed with the commission:

- History of the Shoreline Management Act/Shoreline Master Program
- Current utilization of Skagit County Master Program by the Town
- Statutory requirement to update master programs
- Grant obtained from Department of Ecology to Develop Town’s Master Program
- Summary of tasks included in the Scope of Work
- Detailed discussion of tasks Associated with Phase 1 of the update (Task 1.1 - Preliminary Jurisdiction Map, Task 1.2 Public Participation Plan)

Planning Commissioners were provided with three ring binders and background materials associated with the presentation. Each presentation to the Commission will be accompanied by background materials appropriate to the task or issue being discussed which can be inserted into the Commissioners binder and kept current with the update process. A binder will also be maintained at the Town Hall for review by the public. Briefings may also be provided to the Town council as recommended by the Commission or requested by the council at the conclusion of project milestones.

Public Notice

Notice inviting public participation will be provided in a brief letter of invitation to participate in the update process which will be published in Skagit Valley Herald, the newspaper of general circulation in the Skagit Valley. The letter will also be published in the Concrete Herald which is published monthly. In addition the letter of invitation and other information relating to the update will be available for public review on the Town’s web page.

Notification will also be provided to shoreline property owners, recreational interests, Skagit County, State and Federal Agencies, conservation organizations, real estate and development interests, affected Indian tribes and Puget Sound Energy. The Town has compiled ownership records of shoreline property owners within its municipal boundaries. Current agency and tribal contact lists have been assembled with the
assistance of the Department of Commerce and Skagit County. Notice will be provided prior to the initiation of tasks associated with Phase 2 of the Scope of Work in the spring of 2010.

**Open House**
The update process will include at least one open house event to be scheduled at the outset of Phase 3. The open house will provide an opportunity to present the baseline information compiled under Phases 1 and 2 including the preliminary jurisdiction map and shoreline inventory, analysis and characterization. The open house will be a facilitated event and include a visioning process to solicit community views relating to management of the Town’s shoreline/shoreland resources.

**Local Adoption**
The local adoption process will include demonstration that the Updated Master Program has been reviewed consistent with the State Environmental Policy Act (RCW 43.2C) which in itself offers opportunities for public participation and conclude with adoption of the Master Program by the Town Council. At least one public hearing before the Council will occur prior to adoption. The written and oral testimony solicited through notification efforts as well as the record established before the Planning Commission and at the open house will be considered. Notice of the hearing will be published consistent with the requirements of WAC 173-26-100 and include the following:

- Reference to the authority(s) under which the action is proposed
- A summary of the proposed changes to the Master Program
- The date time and location of the hearing and the manner in which interested parties may present their views; and
- Reference to the availability of the draft proposal for public inspection at the local government office or upon request