Town of Eatonville Shoreline Master Program Update
Public Participation Plan

Prepared for: Town of Eatonville

September 4, 2009
INTRODUCTION

The Town of Eatonville is updating its Shoreline Master Program (SMP), in compliance with the Washington State Shoreline Management Act (SMA) and adopted state shoreline management guidelines. A Shoreline Master Program (SMP) is required for all Washington jurisdictions having “shorelines of the state.” Rivers and streams in Eatonville and its urban growth area (UGA) classified as “shorelines of the state” include portions of Lynch Creek, Ohop Creek, the Mashel River and Little Mashel River. An SMP contains both goals and policies, development regulations, and permitting procedures for managing these shorelines. The SMP is intended to address environmental protection, appropriate shoreline use and development, and public access. The SMP update is the beginning of what could be a three-year process. As required by state law, the Town will need to adopt an SMP that meets state guidelines before December of 2012.

This Public Participation Plan (PPP) will guide the Town of Eatonville Shoreline Master Program project team through the various public involvement activities for the update of the SMP. The PPP outlines anticipated activities covered during project startup through Council adoption. The plan is designed to solicit early and continuous feedback from stakeholder groups and the Eatonville community. As such, the PPP is a fluid document and will evolve depending on input provided by the interested public.

PROJECT OVERVIEW

The Town of Eatonville has been using the Pierce County SMP to plan for and regulate uses along its shorelines. That document was adopted in 1975 and revised in 1981; it has not been revised since. Pierce County is in the process of updating its SMP and expects to complete their process in 2010. The Town began to develop an SMP in 2000, but suspended the effort when the Washington State Department of Ecology (Ecology) began the process of updating the Shoreline Guidelines (WAC 173-26).

The Town of Eatonville is located within the Nisqually Watershed at the foothills of the Cascades. It lies between Lynch and Ohop Creeks to the North and the Mashel River to the South, both of which drain to the Nisqually River. The areas that will be addressed by the SMP include those sections of Lynch Creek, Ohop Creek, the Mashel River and Little Mashel River within the Town Boundary and UGA. The shoreline jurisdiction extends 200 feet landward of these waters, including their floodways and associated wetlands.

Preparation of the Town’s SMP update will include several steps, each of which will require varying levels of public participation and dissemination of project information. The major steps will include preparing a shoreline inventory, analysis and characterization; drafting policies, shoreline designations, and regulations; developing a restoration plan; assessing cumulative impacts; and completing the required SEPA environmental review process. At the conclusion of the update process, all of the draft documents prepared in the earlier steps will be assembled and refined into a Final Eatonville Shoreline Master Program.

PUBLIC PARTICIPATION GOALS

Washington State’s Shoreline Management Act requires that local governments inform the people of the state about the local planning process and invite and encourage participation by all who have any interest or
responsibility related to shorelines. The goal of the Public Participation Plan is to provide a guide to proactively encourage public participation throughout the SMP update process.

The Town of Eatonville recognizes that effective and thorough public participation is critical to a successful SMP that fits within the framework of the Town’s Comprehensive Plan goals and community vision. Eatonville is committed to an effective public participation process, coordination with adjacent jurisdictions, affected agencies and Tribes. The Town expects a high-level of public interest in the update process, and this plan identifies effective opportunities for public participation.

**ROLES AND RESPONSIBILITIES**

The Town of Eatonville is responsible for the update of the SMP in compliance with the state guidelines (WAC 173-26) as well as terms of the contract for receipt of grant funds from the Department of Ecology. This includes conducting and documenting public involvement throughout the SMP update process, (WAC 173-26-201 (3)(b)(i); WAC 173-26-090 and 100; WAC 173-26-251 (3)(a)), including communication with state agencies and affected Indian tribes (WAC 173-26-201 (3)(b)(ii) and (iii); WAC 173-26-100(3); WAC 173-26-251(3)(a)). The primary contact for the Town of Eatonville is:

Nicholas Bond, Town Planner  
Town of Eatonville  
Planning and Building Department  
201 Center St W  
Eatonville, WA 98328  
Nicholas@eatonville-wa.gov

The Washington State Department of Ecology (Ecology) must approve the Town’s updated SMP as required by the State SMA, and as such will provide guidance throughout the process. The primary contact for Ecology is:

Kim Van Zwalenburg  
Department of Ecology, SW Regional Office  
PO Box 47775  
Olympia, WA. 98504-7775  
(425) 649-4309  
kvan461@ecy.wa.gov
KEY PARTIES
The citizens of the Town of Eatonville including local community groups, elected officials, businesses, and residents will care about this project. Because issues such as salmon populations and water quality are basin wide issues, interested parties outside of the city limits will also want to be involved. The following stakeholders have been identified as key parties:

Local Stakeholders
Boards/Commissions
- Eatonville Residents
- Shoreline property owners
- Eatonville Chamber of Commerce
- SMP Advisory Council
- Planning Commission
- Eatonville Town Council

Other Stakeholders Who May Express Interest
Local Jurisdictions
- Pierce County
- City of Yelm
- City of Roy

State Agencies
- Dept. of Ecology (DOE)
- Dept. of Fish & Wildlife (WDFW)
- Dept. of Natural Resources (DNR)
- Dept. of Transportation (WSDOT)
- Dept. of Archeology & historic Preservation (DAHP)
- Dept. of Commerce (WDOC) (formerly CTED)
- Washington State Parks and Recreation Commission (WSPRC)

Federal Agencies
- Army Corps of Engineers
- NOAA Fisheries
- US Fish and Wildlife Service (USFWS)
- National Park Service (Mt. Rainier NP)

Indian Tribes
- Nisqually Tribe

Environmental Groups
- Sierra Club
- Audubon
- Futurewise

Others
- Northwest Trek
- UW Pack Forest

Outreach strategies and key messages will be developed for organizations and individuals who support or oppose the contents of the SMP. To be most effective, the level of outreach will vary depending on the phase of the project, the level of information available, and the type of input needed for development of proposed changes. Key parties will be sent notices about the SMP update project at the outset to determine their level of interest and captured in the project database.
STRATEGIES TO INVOLVE THE PUBLIC

The main forum for SMP discussions will occur at open houses and at SMP Advisory Council and Planning Commission meetings. Both will be widely advertised and open to the public. Information will be distributed and public input will be solicited at key points during the process to coincide with major project milestones. Strategies for outreach, documentation and public review will also be critical to generate meaningful public participation.

Schedule

Development of a general schedule early is key to the successful adoption of the SMP. This tentative schedule will provide the public with an idea of where input is particularly important. The following public open houses will be scheduled to coincide with major project milestones.

<table>
<thead>
<tr>
<th>EATONVILLE SMP PUBLIC OPEN HOUSE SCHEDULE</th>
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<tbody>
<tr>
<td><strong>Topic</strong></td>
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<tr>
<td>Introductory Open House</td>
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<tr>
<td>Community Visioning Workshop</td>
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<tr>
<td>Presentation of SMP Package</td>
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The SMP Advisory Council and Planning Commission will be the primary bodies involved in the update process and will be the Town’s main liaison with the public at regular intervals throughout the process. The SMP Advisory Council will be most involved with the technical aspects of the SMP update, while the Planning Commission will be responsible for the policy aspects of the update. These two aspects of the process are closely intertwined. Therefore, either body may take on multiple issues during the process. The table below lays out a general schedule for the SMP Advisory Council and Commission meetings and indicates whether the subject of the meeting will be primarily technical or policy related. The specific location and format of the meeting will be determined later.

<table>
<thead>
<tr>
<th>EATONVILLE SMP ADVISORY COUNCIL / PLANNING COMMISSION MEETING SCHEDULE</th>
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<tr>
<td><strong>Topic</strong></td>
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<tr>
<td>Introduction to Update Process, Schedule, Preliminary Jurisdiction and Discussion of Focus Issues</td>
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<tr>
<td>Draft Shoreline Inventory and Characterization</td>
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<tr>
<td>Visioning Workshop - Translating ICR findings into SMP goals, policies, and regulations</td>
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<tr>
<td>Draft Shoreline Designation Maps</td>
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<tr>
<td>Preliminary Shoreline Regulations</td>
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<tr>
<td>Development of Draft Restoration Plan and Cumulative Impacts Analysis</td>
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<tr>
<td>Development of the Complete SMP Package</td>
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Outreach

The Town will contact interested parties at the onset of the public process to share project information and preliminary scheduling. Town staff may attend meetings of other key parties to provide educational materials and answer questions or seek input when the timing or schedule is appropriate or workable. Individuals with special interest will be notified of documents available for review. Key parties with more general interest would receive broad information through the following forums:

- Posters at key community locations
- Press releases
- Legal notices
- Articles on the Web Page to keep key parties informed
- Articles in the Town newsletter and the Town Press

Documentation

Efforts to reach members of the public, the results of those efforts, and received public comment will be documented in either electronic files or a “Shoreline Master Program Public Participation” master notebook” by Town staff.

Public Review

The public will be invited to share concerns and interests in written form, as well as participate in public meetings. As draft documents are developed, they will be made available for public review and presented at public meetings and/or open houses. Prior to adoption of the SMP by the Department of Ecology, at least one public hearing will be held in accordance with RCW 90.58.120.

PUBLIC PARTICIPATION TOOLS

Listed in the table below are descriptions of the public participation tools that will be used throughout the project:

<table>
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<tr>
<th>Tool</th>
<th>Description</th>
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<tbody>
<tr>
<td>Database</td>
<td>A mailing and email database will be created and updated throughout the project. The database will include key parties and contacts, and correspondence.</td>
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<tr>
<td>Project Identity</td>
<td>A consistent style and format will be developed for all printed materials and the website to increase the public’s recognition of the project.</td>
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<td>Key Party Outreach</td>
<td>Key members of area organizations, neighborhood groups, government officials and other stakeholders will be specifically invited to attend meetings, and engaged through other outreach mechanisms.</td>
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<tr>
<td>Public Meetings</td>
<td>Public meetings will be held to engage and inform a broad group of stakeholders and the public at project milestones. All SMP Advisory Council and Planning Commission meetings will be open to the public.</td>
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<tr>
<td>Outreach materials</td>
<td>Outreach materials such as fact sheets, graphics, and brochures will be developed to support briefings, public meetings and other events.</td>
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<tr>
<td>Newsletters/mailings</td>
<td>Articles included in the City Newsletter, or separate mailings, may be mailed prior to public meetings and at key...</td>
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News media

The media will be informed through personal contact and news releases. Project materials and meeting announcements will be forwarded to the media and environmental documents will be available upon request. Local elected officials and leaders may be enlisted to author opinion editorials and offer quotes for feature stories as needed. Advertisements announcing the public meetings will be placed in the local newspapers within the project area and news releases will be distributed prior to each public event.