

Introduction

Washington State's Shoreline Management Act (SMA) requires jurisdictions that contain "shores of the state" within their boundaries to periodically update their Shoreline Master Programs (SMP's). Lewis County began implementing Shoreline Management planning in June 1974 and adopted a Revised Shoreline Master Program in June of 1998. Lewis County is currently in the process of updating their Shoreline Master Plan. There are properties within the City of Toledo corporate limits that contain shores of the state along the Cowlitz River. Since these shores are within the City's jurisdiction the City is required to update and formally adopt shoreline policies and regulations by July 2014.

Toledo's SMP will be used as a planning document that will set policy and regulation for the City's shoreline areas, including adjacent upland areas within 200 feet of designated shores. Although shoreline ecological functions are currently protected under the City's Critical Areas Ordinance #600, adopted in 1998 these regulations may need to be updated and incorporated into the SMP along with a comprehensive analysis of shoreline land use, assessment of opportunities for improved public access and shoreline habitat restoration.

The three primary areas of focus of the SMP update are to: 1) accommodate reasonable and protective uses of the shoreline; 2) protect shoreline environmental resources; and 3) protect the public's right to access and use the shores (RCW 90.58.020). These protections are designed to meet the overarching policy of the Shoreline Management Act which is to ensure that "the public's opportunity to enjoy the physical and aesthetic qualities of natural shores of the state shall be preserved to the greatest extent feasible consistent with the overall best interest of the state and the people generally" (RCW 90.58.020). Since public use and enjoyment of the shores is a principal factor in developing the planning document, it is imperative that the public has opportunity to participate and provide input into the process. The following Public Participation Plan details how the City of Toledo plans to involve the community and stakeholders in the project.

Goals of the Public Participation Plan

RCW 90.58.130 and WAC 173-26-090 and 100, require that local governments inform the people of the state about the planning process and invite and encourage participation by all who have any interest or responsibility related to shores. The goal of the Public Participation Plan is to provide a guide to proactively encourage public participation throughout the SMP update process. The City of Toledo is committed to encouraging coordinated and effective public involvement.



Overview of City and Shorelines

The City of Toledo is located within Lewis County in southwestern Washington. The City is located approximately 2 miles east of Interstate 5 along the west bank of the Cowlitz River and approximately 20 miles southeast of the City of Chehalis. The City consists of an area of approximately 234 acres and has an estimated 2011 population of 725 people per the Office of Financial Management (OFM).

The topography of Toledo and the Urban Growth Area (UGA) slopes from the northwestern boundary of the City southeast to the Cowlitz River. Ground elevations within the City of Toledo vary from 92 feet near the south east corner of Town to over 200 feet in the northwestern portion of the City. The area is characterized by open pastures and rolling hills covered with Douglas Fir and Hemlock.

Soils in the City of Toledo consist predominantly of Cloquato silt loam and are moderately well drained, with slow to medium runoff and moderate permeability in the shallow horizons and moderately slow in the deeper horizons. The northeastern portion of the City is located in an area of soils called the Prather Series, which are very deep, moderately well drained soils typical of plains and high terraces. The soils are a silty clay loam mixture, generally up to 60-inch deep, with slow permeability and a high capacity to retain water. Other nearby soils include the Lacamas silt loam and Alukum silty clay loam.

The Cowlitz River flows in a southerly direction along a portion of the eastern boundary of the City's corporate limits, and continues south into Cowlitz County where it discharges to the Columbia River.

Shorelines of the State that fall within the City of Toledo's jurisdiction appear to be limited to the small portion of the Cowlitz River located within the City limits.

The primary contact for Toledo's SMP update is:

Michelle Whitten - The City of Toledo
130 N. Second Street
P.O. Box 236
Toledo, WA 98591
360-864-4564
cityoftoledo@toledotel.com

Roles and Responsibilities

The City of Toledo is responsible for all aspects of the SMP update. The City will be the shoreline program administrator, with Washington State Department of Ecology (Ecology) acting in a support and review capacity. Ecology is also required to approve some permits and must approve new or amended shoreline master programs.

Key Parties

Local governments must consult with interested parties throughout the process of developing a SMP. Toledo will involve representatives from the following:

- Residents of Toledo
- Property owners located in the shoreline environment
- Toledo City Council
- Toledo Planning Commission
- Lewis County
- Lewis County Conservation District
- Applicable Indian Tribes
- Department of Ecology
- Department of Fish and Wildlife
- Department of Natural Resources
- Department of Commerce
- Department of Archaeology and Historic Preservation
- NOAA Fisheries
- US Fish and Wildlife Service
- US Army Corps of Engineers

Some of these parties will be involved on committees in a review capacity while others will be informed and invited to participate throughout the process.

Other stakeholders, not included as key parties in the list above, may also be notified directly during the public involvement process. This may include shoreline user groups, environmental groups or others. Notification to these stakeholders may be accomplished via email or other means as the shoreline management planning process proceeds.

Public Participation Strategy

The City of Toledo has developed a strategy to ensure there is effective public participation throughout the process. The primary methods to be employed include:

- Formation of a Technical Advisory Committee (TAC) consisting of appropriate technical representatives of affected Tribe(s), state and federal agencies and other affected agencies to provide input and review of work products.
- Formation of a Citizen Advisory Committee (CAC) as an ad hoc committee of the Toledo Planning Commission, joined by local residents and stakeholders to provide input and review work products.

- Development of a public outreach program to inform community members and seek their input.
- Updating the City Council periodically.

By utilizing all of these methods, the City shall exceed the mandates of Washington State to involve all interested parties in the update of the SMP.

Further details regarding these primary methods are as follows:

Technical Advisory Committee (TAC)

The TAC will consist of technical representatives of affected Tribe(s) and other agencies such as the Departments of Ecology, Lewis County, Natural Resources, and Fish and Wildlife, etc. These representatives will be asked to provide comments and suggestions on work products developed for each task.

Citizen Advisory Committee (CAC)

The Planning Commission is an appointed group of Toledo area residents and business people who represent a range of interests and expertise in land use planning and development. If community members express interest through the City's initial outreach efforts, the City is prepared to establish a Citizen Advisory Committee that would include both the Planning Commission and other representatives. The CAC may include property and business owners and representatives from groups such as environmental organizations, shoreline users, etc. It will be important that the CAC represent a cross section of interest groups and public values. Meetings would provide a forum to review the technical work, discuss issues and suggest solutions.

If there isn't sufficient interest from the community at large in joining the CAC, the Planning Commission will function as the CAC in providing detailed public comment on the program update as it is developed. The City anticipates this would involve work sessions in addition to the Commission's normal schedule.

Public Outreach Program

The City of Toledo will also set-up a public outreach program to ensure that the residents of the City are informed and provided multiple opportunities to be involved. Some key elements of this program include:

- **Open houses:** Hosting open houses, at convenient locations, will allow for the broad dissemination of information (i.e. maps, draft work products, etc.) and opportunity for comment. Project consultant staff and City personnel will be on-hand to answer questions from community members, address any concerns and incorporate valuable local knowledge from citizens. A facilitator may be used to assist with the program and facilitate the flow of information between participants. Open houses will be scheduled to coincide with the drafting of key deliverables.

- **Planning Commission and City Council meetings:** Providing additional opportunities through these forums that will allow for public input and participation.
- **Mailing list:** Maintaining a list of interested parties (and shoreline property owners) will provide the City with another avenue to keep the public informed throughout the update process. Notices of comment periods and open houses could be sent to parties on the list.
- **Comments:** Establishing multiple means for submitting comments will allow for interested people to choose their preferred way to provide input. Methods can include on-line comment forms, written comment forms at the open houses, and a direct email address for comments. The City will consider all comments received and will respond in aggregate or individually.
- **Public notices:** Notice of the open houses will be posted at City Hall, the Post Office and published in at least one local newspaper (i.e., The Chronicle).

Updates to City Council and Planning Commission

In order to meet the overall objective of adopting an updated SMP by July 2014, it is important to keep interested parties at all levels adequately informed from the beginning of the process. Through periodic meetings with the planning commission, concerns can be addressed as they surface. These meetings also provide another opportunity for other interested parties to obtain information on the process. For the final task of adopting the SMP, workshops will be scheduled to allow for thorough discussion of the details from the SMP.

Documenting the Public Participation Process

Documentation of the public participation process is required for Ecology's approval of an SMP amendment. The City will maintain a list of interested parties who participate in the planning process. The City will also keep a record of all public participation opportunities. This will include taking meeting minutes, documenting workshops, open houses and other special presentations; keeping advertisements of hearings; and posting opportunities to comment on draft documents.

Schedule

The City of Toledo is aware that developing and maintaining a schedule will contribute to the successful adoption of the SMP. By publicizing this tentative schedule at the start of the process, the public will be able to understand key dates where input is especially critical. If there are modifications to these dates, the schedule will be updated.

The following table provides due dates for deliverables to Ecology and highlights key public involvement opportunities. The City will publicize more specific timeframes for public involvement opportunities in advance of key deliverable dates.

City of Toledo Public Involvement Opportunities Schedule

City of Toledo Public Involvement Opportunities Schedule	
04/20/2012	Preliminary jurisdiction maps (Task 1.1)
04/20/2012	Public participation plan (Task 1.2)
04/20/2012	Draft list of inventory data sources (Task 2.1)
06/30/2012	Draft Shoreline Analysis with map portfolio (Task 2.2)
10/20/2012	Community Visioning Report (Task 3.1)
11/20/2012	Final Shoreline Analysis with map portfolio (Task 2.2)
04/20/2013	Complete Draft SMP (Tasks 3.2 – 3.5)
04/20/2013	Cumulative impact analysis report (Task 3.6)
06/30/2013	Draft restoration plan and implementation strategy (Task 4.1)
01/20/2014	Revisited designations, policies, and regulations that address the findings of the cumulative impacts analysis; revised cumulative impacts analysis; final jurisdiction maps and boundary descriptions (Task 4.2)
01/20/2014	No net loss report (Task 4.3)
06/15/2014	Final restoration plan and implementation strategy (Task 4.1)
06/15/2014	Adopted SMP, SEPA documentation, evidence of compliance with GMA notice requirements, public hearing record, response to comments received (Tasks 5.1 – 5.7)

The following table provides a tentative schedule for public open houses. Discussions regarding shoreline management issues will also be discussed at regularly held council meetings during the time shoreline management documents are being developed:

City of Toledo Public Open House Schedule	
April 2012	Introductory Open House -- Review Draft Inventory and Characterization
August 2012	Community Visioning Workshop – Consider how to transform Inventory findings into SMP goals, policies, and regulations
January 2014	Presentation of SMP Package – Review a draft of the Complete SMP Package