Town of Wilkeson Shoreline Master Program Update

PUBLIC PARTICIPATION PLAN

INTRODUCTION

The Town of Wilkeson is updating the Town’s Shoreline Master Program (SMP), in compliance with the Washington State Shoreline Management Act and adopted state shoreline management guidelines. A SMP is a plan required for all Washington jurisdictions that contains both policies and regulations that apply to "shorelines of the state". The SMP is intended to provide for environmental protection, appropriate shoreline use and development, and public access.

The Department of Ecology's experience with implementing the current guidelines indicates that the update will take approximately two years, beginning with the awarding of the grant in November 2009. The scope of work assumes that the final adoption of the new Shoreline Master Plan will be completed by October 2011.

This Public Participation Plan (Plan) will guide the Town of Wilkeson SMP through the various public involvement activities for the update of the Town's SMP. The Plan outlines anticipated activities covered during project startup through Town Council adoption. The Plan is designed to solicit early and continuous feedback from stakeholder groups as well as the Town of Wilkeson community to inform the decision-making process. As such, the Plan is a fluid document and will evolve depending on input provided by the interested public.

PROJECT OVERVIEW

The Wilkeson SMP has not been amended since its initial adoption in 1975 and a revision in 1981. The Town’s shorelines are along the shores of Wilkeson Creek. The shoreline jurisdiction extends 200 feet landward of these waters and includes associated wetlands and flood plains. The SMP is intended to protect the shoreline environment while providing for appropriate water-oriented uses and public access.

Preparation of the Town’s SMP update will include several steps, each of which will require varying level 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 for selected areas; 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 advanced and refined into a Final Wilkeson Shoreline Master Program.

PUBLIC PARTICIPATION GOALS

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 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 Wilkeson 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. The Town is committed to an effective public participation process, coordination with adjacent jurisdictions, affected agencies and Indian Tribes.

ROLES AND RESPONSIBILITIES

The Town of Wilkeson 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 Wilkeson is:

Mart Kask, AICP, PE, Town Planner
Town of Wilkeson
Post Office Box 89
540 Church Street
Wilkeson, WA 98396
(360) 829-0790
kaskinc@aol.com

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:
KEY PARTIES

Local governments must consult with interested parties throughout the process of developing a SMP, including the following:

Residents of Wilkeson
Property and business owners located in the shoreline environment
Wilkeson Town Council
Nisqually Tribe
Puyallup Tribe
Muckleshoot Tribe
Cities of Buckley and Orting
The Towns of South Prairie and Carbonado
Pierce County Planning and Land Services Department
Pierce County Public Works Department
Pierce County Parks and Recreation Department
Washington State Department of Ecology
Washington State Department of Fish and Wildlife
Washington State Department of Natural Resources
Washington State Department of Commerce
Washington State Department of Archaeology and Historic Preservation
Washington State Department of Transportation
Washington State Parks and Recreation Commission
Puget Sound Partnership
NOA Fisheries
US Fish and Wildlife Service
US Army Corps of Engineers
Pierce County Master Builders Association
Sierra Club
Audubon Society
Futurewise

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

**STRATEGIES TO INVOLVE THE PUBLIC**

The main forum for SMP discussions will occur at the Wilkeson Planning Commission. These meetings will be 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. In the end, the Program is required to be adopted by the Wilkeson Town Council.

**PUBLIC OUTREACH PROGRAM**

The Town of Wilkeson will set up a public outreach program to ensure that the residents of the Town are informed and provided multiple opportunities to be involved. Elements of this program include:

**Planning Commission Meetings:** The Planning Commission will take the lead on gathering public input throughout the project. The Planning Commission will provide recommendations to Department of Ecology on the draft and final SMP. The Planning Commission will hold public hearings on the SMP prior to forwarding it to the Wilkeson Town Council for adoption.

**Town Council:** The Town Council is the final decision maker on the SMP. The Town Council may hold public hearings prior to adopting the SMP. These public hearings will be hearings that are in addition to those conducted by the Planning Commission.

**Mailing and E-Mailing Lists:** The Town will utilize and expand an existing list of interested parties e-mail addresses to announce Planning Commission meetings and comment periods. Interested parties will be encouraged to provide the Town with their email or physical address in order to stay informed throughout the process. The Town will create a list of shoreline property owners and other interested parties physical mailing addresses and provide the same information to those not on the email list.

**Comments:** The Town will employ multiple means for submitting comments to allow interested people to choose their preferred way to provide input. Methods will include written comments and taking of oral comments at the Planning
Commission meetings. The Town will consider all comments received and will respond in aggregate or individually.

**Public Notices:** Notice of the Planning Commission meetings will be posted at Town buildings and the bulletin boards at the Post Office and the Fire Station.

**SCHEDULE**

Development of a general schedule early is essential 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 is a listing of public review at major project milestones.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Description</th>
<th>Tentative Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shoreline inventory</td>
<td>Review draft Inventory and characterization</td>
<td>March 2010</td>
</tr>
<tr>
<td>Community visioning</td>
<td>Consider how to transform inventory findings into SMP goals, policies, and regulations</td>
<td>August/ September 2010</td>
</tr>
<tr>
<td>Presentation of SMP</td>
<td>Review a draft of the complete SMP package</td>
<td>June 2011</td>
</tr>
<tr>
<td>Final adoption SMP</td>
<td>Review final draft SMP package</td>
<td>September 2011</td>
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</tbody>
</table>

The Planning Commission will be the primary Town agency involved in the update process and will be the Town's main liaison with the public at regular intervals throughout the process. The table below lays out a general schedule for Planning Commission meetings and hearings. Specific dates and times will be announced in advance of the meeting or hearing.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Tentative Date</th>
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<tbody>
<tr>
<td>Introduction to Update Process, Schedule, and Public Participation Plan</td>
<td>January 2010</td>
</tr>
<tr>
<td>Preliminary Shoreline Planning Area Mapping</td>
<td>February 2010</td>
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</tbody>
</table>
Shoreline Inventory and Characterization  July 2010
Preliminary Update of SMP Goals and Policies  September 2010
Shoreline Environment Designation Maps  September 2010
Shoreline Regulations; Administrative Procedures  October 2010
Draft Shoreline Master Plan  November 2010
Draft Restoration Plan  December 2010
Development of the Complete SMP Package  February 2011
SEPA Compliance  August 2011
Final SMP adoption  September 2011

DOCUMENTATION

All efforts to reach members of the public, and the results of those efforts, will be documented in either electronic files or a "Shoreline Master Program Public Participation" master update records.

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. Prior to adoption of the SMP by the Department of Ecology, a public hearing will be held in accordance with RCW 90.58.120.

TOWN COUNCIL REVIEW

23 June 2010
Town Council Action
Approve (   )
Disapprove (   )
Approve with amendments (   )

Amendments: