

Resolution No. 34-11

**A RESOLUTION ESTABLISHING A PUBLIC PARTICIPATION PLAN FOR THE UPDATING OF THE COMPREHENSIVE SHORELINE MASTER PROGRAM**

WHEREAS, the Scope of Work for the SMA Grant Agreement No.G1100004 between the State of Washington Department of Ecology and MASON COUNTY indicates that Mason County will update its Comprehensive Shoreline Master Program; and

WHEREAS, the Scope of Work indicates that the Shoreline Master Program update shall establish a Public Participation Plan for Mason County; and

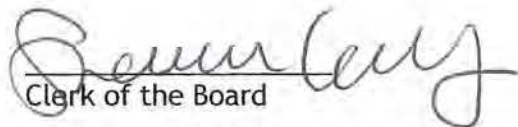
WHEREAS, this Public Participation Plan shall establish guidelines for involving the public in the process of updating the Shoreline Master Program within Mason County; and

NOW, THEREFORE BE IT RESOLVED by the Board of Mason County Commissioners that a Public Participation Plan for the update of the Shoreline Master Program shall be established;


BE IT FURTHER RESOLVED, the Shoreline Master Program Public Participation Plan shall be in use during the Shoreline Master Program update process and will cease in use after the adoption of the updated Shoreline Master Program by the Department of Ecology.

DATED this 7<sup>th</sup> day of JUNE, 2011.


ATTEST:

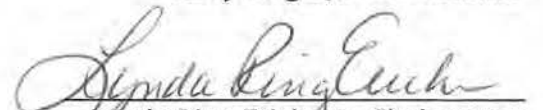
  
Clerk of the Board


APPROVED AS TO FORM:

  
Prosecuting Attorney  
Mason

**BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON**

  
Jerry Lingle, Commissioner

  
Lynda Ring Erickson, Chairperson

  
Tim Sheldon, Commissioner

# Mason County



## Shoreline Master Program Update

### PUBLIC PARTICIPATION PLAN

06/07/2011

Public Participation Opportunities Related to the Update of Mason County's Shoreline Master Program.



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**GLOSSARY OF ACRONYMS**

- CAC – Citizens Advisory Committee
- ICR – Inventory and Characterization Report
- JTAC - Joint Technical Advisory Committee
- SMA - Shoreline Master Act
- SMP – Shoreline Master Program



## 1.0 INTRODUCTION

Mason County is updating its Shoreline Master Program (SMP) to comply with the Washington State Shoreline Management Act and current state shoreline management guidelines. The Mason County SMP was adopted on August 12, 1975 and last amended in 2006.

This Public Participation Strategy describes the steps that Mason County will take to involve the community in decisions regarding the SMP update. The goal is to provide the public with timely information, an understanding of the process, and opportunities to review and comment on update decisions before they are made.

Mason County views this Public Participation Strategy as establishing the basic public involvement processes that will be utilized during the SMP Update Program. Other public participation activities may be put into practice without changing the plan.

## 2.0 BACKGROUND

To improve and protect state shoreline areas, the Washington Legislature passed the Shoreline Management Act in 1971 (Chapter 90.58 RCW). The public adopted the Act in a 1972 referendum vote.

To regulate shoreline development, the state law established a cooperative relationship between local governments and the Washington State Department of Ecology (Ecology). In addition to these entities, several treaty tribes have fisheries co-management roles within the county and are valuable resources for resolving shoreline concerns.

The Shoreline Management Act applies to rivers and streams with flow over 20 cubic feet per second, lakes greater than 20 acres, and marine waterfronts as well as associated shorelands, wetlands, and floodplains. The law has three main purposes:

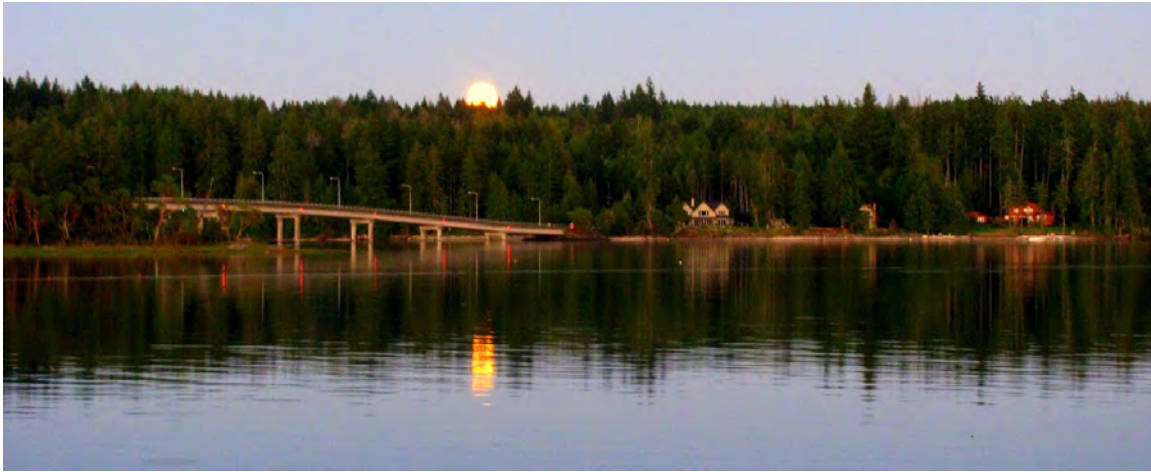
- Encourage reasonable and orderly development of shorelines, with an emphasis on water-dependent and related uses that control pollution and prevent damage to the natural environment.
- Protect the natural character of Washington shorelines, the land, vegetation, wildlife, and shoreline environment.



- Promote public access and provide opportunities to enjoy views and recreational activities in shoreline areas.

For more information please refer to Ecology’s guide for citizens:

<http://www.ecy.wa.gov/programs/sea/shorelines/smp/citizen.html>



## 2.1 Shoreline Master Programs

“Shoreline Master Programs” are the cornerstone for carrying out the Shoreline Management Act. Under state law, Washington’s 39 counties and more than 200 cities and towns that have shoreline areas covered under the Act must develop these individual, locally-tailored programs to guide construction and development in regulated shoreline areas.

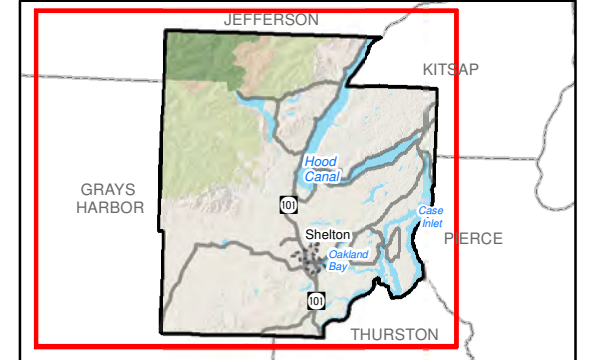
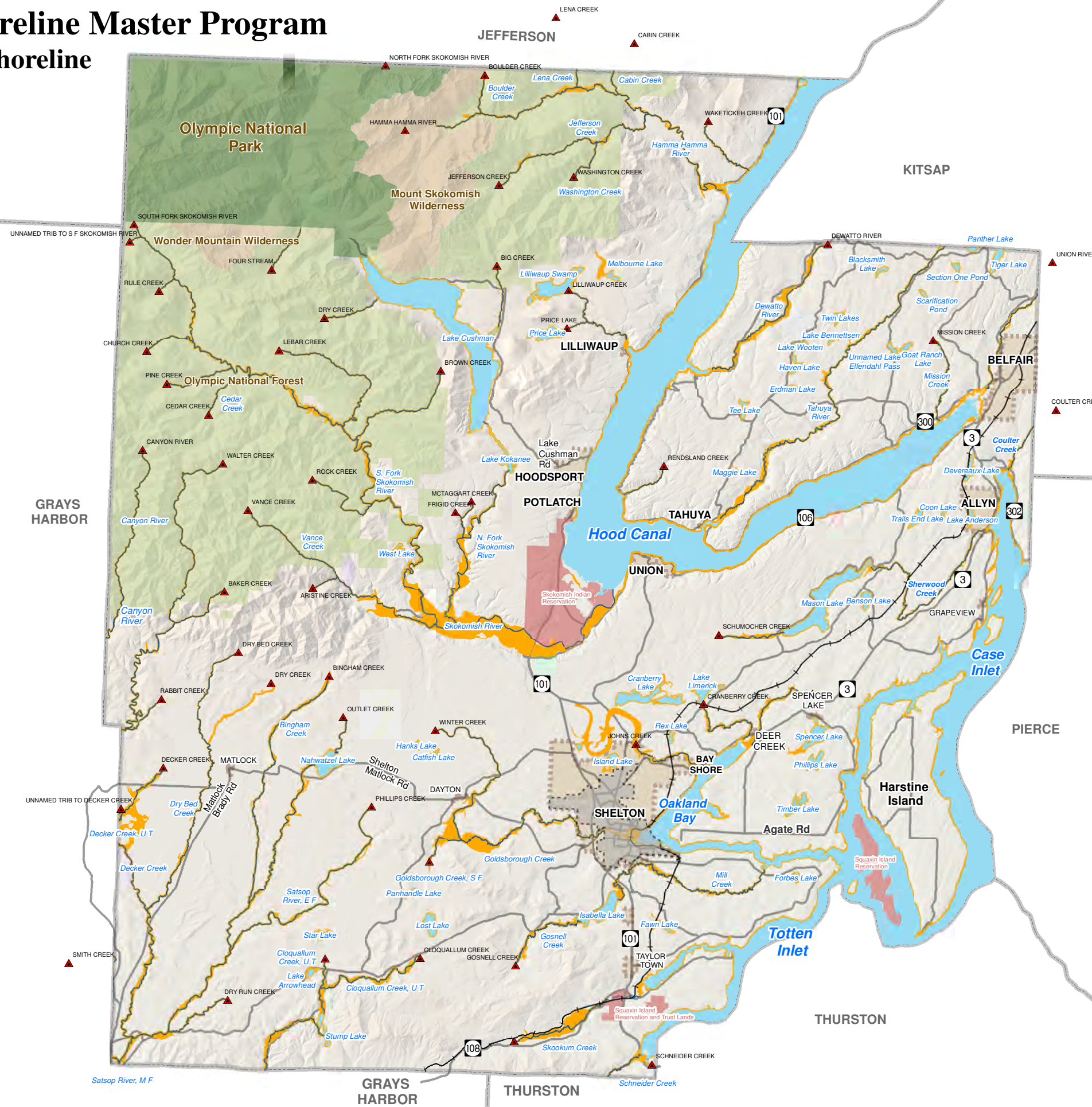
Development and update of the Mason County Shoreline Master Program begins with an inventory and analysis of all shoreline areas in County jurisdiction. Shoreline master programs help the County avoid or lessen environmental damage as shoreline areas are developed. Based on current conditions and long-term needs, shoreline master programs reserve appropriate areas for water-oriented uses. They promote public access opportunities. Shoreline master programs include requirements for new development to avoid environmentally sensitive areas (e.g., wetland, landslide, and flood areas). More than simply a plan, a master program combines local plans for future shoreline development and identifies areas appropriate for restoration and preservation. They include statewide as well as local policies and related specific permitting requirements.

The geographic scope and jurisdiction of the County’s SMP update includes approximately 580 miles of marine and freshwater shorelines (Map 1, next page). These shorelines include lakes greater than 20 acres; rivers and streams with flow over 20 cubic feet per second; and marine waterfronts. The shoreline jurisdiction extends 200 feet landward of these waters and includes associated wetlands and floodplains. The County’s jurisdiction does not include shorelines within Olympic National Park, Olympic National Forests, the Skokomish Indian Reservation or the Squaxin Island Indian Reservation. In conjunction with the County, through an Interlocal agreement, the city of Shelton is updating its shoreline master program.



# Mason County Shoreline Master Program

## Map 1: Preliminary Shoreline Jurisdiction



- Legend**
- ▲ 20 CFS Upstream Limits (USGS, 1998)
  - Shoreline Planning Area
  - SMP Update Streams
  - SMP Update Waterbodies
  - Shelton City Limits
  - Major Roads
  - UGA | Rural Activity Center Boundaries | Hamlets
  - Railroads
  - Indian Reservations
  - Wilderness Areas
  - Olympic National Forest
  - Olympic National Park

This map is intended for planning purposes only. The preliminary shoreline jurisdiction depicts the approximate location and extent of "shorelines of the state". These are the areas potentially subject to the State Shoreline Management Act and Shoreline Master Program. The preliminary shoreline jurisdiction includes the ordinary high water mark (OHWM), a 200' zone from the OHWM, the current regulated FEMA floodplain and any associated wetlands. The actual extent of the shoreline jurisdiction requires a site-specific evaluation to identify the OHWM and any associated wetlands.

SMA Grant Agreement No. G1100004  
Task 1.1

Coordinate System: State Plane NAD1983 (Ft)  
Washington South FIPS 4602

NOTE: Map data shown here are the property of the sources listed below. Inaccuracies may exist, and ESA implies no warranties or guarantees regarding any aspect of data depiction.

Data Sources: ESA, 2011; Mason County, 2011 (2006); Ecology, 2009; WDNr, 2007; FEMA, 1996.



**DISCLAIMER AND LIMITATION OF LIABILITY**

The data used to make this map have been tested for accuracy, and every effort has been made to ensure that these data are timely, accurate and reliable. However, Mason County makes no guarantee or warranty to its accuracy as to labeling, dimensions, or placement or location of any map features contained herein. The boundaries depicted by these data are approximate, and are not necessarily accurate to surveying or engineering standards. These data are intended for informational purposes and should not be considered authoritative for engineering, navigational, legal and other site-specific uses. Mason County does not assume any legal liability or responsibility arising from the use of this map in a manner not intended by Mason County. In no event shall Mason County be liable for direct, indirect, incidental, consequential, special, or tort damages of any kind, including, but not limited to, loss of anticipated profits or benefits arising from use of or reliance on the information contained herein. The burden for determining fitness for use lies entirely with the user and the user is solely responsible for understanding the accuracy limitation of the information contained in this map.

## Map 1: Preliminary Shoreline Jurisdiction

Mason County  
Shoreline Master Program  
April 2011

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## 2.2 Mason County Shorelines

Update of the shoreline master program will include several steps, each of which will require providing the public with information and receiving their input. The major steps will include preparing a shoreline inventory; analyzing and designating shoreline environments; drafting shoreline policies and regulations; developing a restoration plan for selected areas; assessing cumulative impacts; and completing the required environmental review process. At the conclusion of this update process, all of the draft documents prepared in the earlier steps will be finalized and refined into a Final Mason County Shoreline Master Program.

## 2.3 Funding and Timeline

The Shoreline Management Act requires the state to provide “reasonable and adequate” funding for SMP updates. Mason County and the City of Shelton are eligible for such grants in the current state budget cycle. The amount of funding is based on a number of factors including, but not limited to: miles of shoreline in each jurisdiction; number and complexity of kinds of shoreline (marine, streams and rivers, and lakes); population; and growth rate. Mason County has received a \$650,000 state grant from the Washington Department of Ecology to assist with the SMP update. The grant agreement contract was finalized on June 28<sup>th</sup> 2010 and the effective period of the agreement is from July 1, 2010 through June 30, 2013<sup>1</sup>. Using these grants, the County has three years (through June 30, 2013) to adopt and submit the completed update to Ecology for approval.

## 3.0 PUBLIC PARTICIPATION GOALS

The County actively encourages participation by interested citizens during all phases of the SMP development. Mason County’s SMP needs to reflect the long-term desires of our communities for the preferred uses and allocation of waterfront lands; while, addressing Ecology shorelines requirements.

Mason County recognizes that early and continuous public participation is critical to the update and ultimately successful implementation of the SMP. All public outreach and public events related to SMP development will be documented. Public Participation Goals to guide the County’s SMP Update are shown Table 1 on page 6.



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<sup>1</sup> Years 2 and 3 funding are subject to legislative appropriation in the 2011-2013 Biennium.

**Table 1. Public Participation Process Goals and Objectives**

#	Goal	Objective/s
1	Be transparent and inclusive.	<p>To ensure that public input is incorporated into the decision-making process.</p> <p>Ensure the Public is provided the opportunity to track amendments to SMP documents as they are made throughout the process.</p> <p>Respond to input that is received and demonstrate the use of public comment.</p> <p>To ensure public opportunities to provide data re: public access or other local shoreline information.</p>
2	Identify the most effective opportunities for public participation.	<p>Provide public input opportunities at project milestones, prior to decision-making.</p> <p>To ensure the optimum use of the public’s time on issues of greatest concern.</p> <p>Keep current information about SMP development status available to the public for review and comment.</p>
3	Actively involve and encourage participation of all persons and entities having interest and means (RCW 90.58.103) early in the process, with continued communication and feedback throughout the process. Make a special effort to reach the under-represented communities/stakeholders.	<p>Broadly and regularly disseminate SMP materials and meeting notices, and seek written and verbal input at the same intervals (RCW 36.70A.140; WAC 365195-600).</p> <p>Use processes that enable people with different learning styles and technologies to be informed and participate.</p> <p>Provide the public with a range of input opportunities.</p>
4	Coordinate the SMP Update Program with the City of Shelton’s efforts.	<p>Identify opportunities to coordinate messages and materials.</p> <p>Share Program Update schedules, meeting agendas, and feedback received with cities.</p>
5	Consult and consider recommendations from State-wide agencies and tribes, particularly with regard to resources and/or shorelines of statewide-significance.	<p>Provide special briefings and review opportunities to these key parties (WAC 173-26-251).</p>
6	Promote an understanding about the SMP update requirements.	<p>Establish a strategy to educate key parties about the SMP update process and requirements.</p> <p>Demonstrate a thorough analysis of issues by providing information and findings.</p>
7	Conduct an effective and inclusive public process.	<p>Evaluate the public participation process throughout the life of the Program.</p>
8	Coordinate and consolidate public participation requirements with the SEPA environmental review process.	<p>Implement a public participation plan that expands upon SEPA requirements.</p>



## **4.0 WORK PLAN AND TIMELINE**

The SMP update will consist of five phases which are specified in the grant. They are outlined below and follow the general project timeline shown in Tables 2 and 3. Some of the phases and specific tasks included will overlap in time and may be completed simultaneously with other tasks. Some tasks are iterative (e.g., analyzing cumulative impacts, developing regulations) and may involve various steps conducted at different times in the process before they are completed. (Figure 1 provides a general flow chart of components of the public participation process.)

### **4.1 Phase I -Public Participation Program**

Mason County will incorporate public participation in all phases of the SMP process, document public participation efforts (e.g., public meetings, community events) and keep a record of public comments received. The County will prepare quarterly progress reports identifying progress by work task, documentation of public involvement efforts, and identifying completed tasks. Please, refer to Section 8 for public notices and information.

Throughout the SMP update process, Mason County will seek to identify and also encourage participation of individuals, groups, organizations, and other entities having useful scientific, technical, or cultural information; having interests or responsibilities relating to shorelines of the state; or having any special expertise with respect to any environmental impact.

Table 2. Schedule (Tentative)

<b>Mason County’s Public Involvement Meeting Dates (Tentative Dates subject to change)</b>	
<b>January 2011</b>	Planning Advisory Commission Meeting
<b>February 2011</b>	Joint Technical Advisory Committee (JTAC) Meeting #1
<b>March 2011</b>	JTAC Meeting #2
<b>March 2011</b>	Tribal Meetings as requested
<b>April 2011</b>	JTAC Meeting #3
<b>April 2011</b>	Planning Advisory Commission Meeting
<b>April 2011</b>	Citizens Advisory Committee (CAC) Meeting #1
<b>May 2011</b>	Joint JTAC / CAC Meeting #1
<b>May 2011</b>	Planning Advisory Commission Meeting
<b>May 2011</b>	County Commissioners Meeting
<b>July 2011</b>	Visioning Forum #1 Harmony Hill
<b>September 2011</b>	CAC Meeting #2
<b>October 2011</b>	Visioning Meeting #2 Shelton Civic Center
<b>October 2011</b>	Tribal Meetings as requested
<b>October 2011</b>	Joint JTAC / CAC Meeting #2
<b>November 2011</b>	Joint JTAC / CAC Meeting #3
<b>December 2011</b>	Joint JTAC / CAC Meeting #4
<b>January -March 2012</b>	CAC Meetings (if necessary) Planning Advisory Commission meetings
<b>October 2012</b>	Draft SMP Forums #3 and #4
<b>October 2012</b>	Tribal Meetings as requested
<b>February -May 2013</b>	County Commission meetings
<b>June 2013</b>	Public Hearing

## **4.2 Phase II -Shoreline Inventory and Characterization, Consistency Review,**

Commencing in the fall of 2010, Mason County will collect existing shoreline data from a variety of sources for the shorelines identified on Map 1 (pg. 5). This information-gathering phase is an important aspect of public participation in that it involves connecting with people and organizations for relevant shoreline information. This information will then be analyzed and portrayed on maps, tables, and illustrations in a way that characterizes shoreline ecological conditions. The shoreline inventory and characterization will provide the scientific and technical foundation from which the remainder of the SMP update process will evolve. This work will result in preparation of a Shoreline Inventory and Characterization Report (ICR); that, includes maps and provides an analysis of the inventory data, ecosystem characterization and shoreline functions, and shoreline use and public access findings to support the update of the SMP.

Other planning to support the SMP update during this project phase includes:

- A Preliminary Restoration Planning Report: an inventory of current restoration programs and initial identification of goals and priorities for restoration of degraded and impaired shoreline ecological functions.
- A Consistency Report: evaluates the existing Mason County SMP in terms of current state shoreline guidelines to identify gaps and update priorities.

## **4.3 Phase III – Preliminary Shoreline Master Program Elements**

Phase III is anticipated to start in mid -2011 and last for 8 to 12 months. It includes drafting goals, policies, shoreline environmental designations, and recommendations related to shoreline uses, environmental protection restoration, and public access.

Phase III will also include preparation of a draft Integration Strategy Report to address issues of consistency and coordination between the SMP update and other plans and regulations applicable to shoreline areas including, but not limited to: comprehensive plan and development regulations (e.g., critical areas code, zoning), watershed plans, natural hazard plans, floodplain management plans, park and open space plans, and salmon recovery plans. In addition, this phase will initiate review of cumulative impacts of preliminary SMP elements and draft restoration plans to address state requirements that the SMP's will achieve no net loss of shoreline ecological functions. Mason County will be developing the Shoreline Master Program at monthly Citizen Advisory Committee (CAC) meetings. The CAC will be meeting together at various times with the Joint Technical Advisory Committee (JTAC).

## **4.4 Phase IV – Complete Draft Shoreline Master Program Preparation**

In Phase IV, the preliminary SMP update elements will be reevaluated and revised as necessary based on public comment and the findings of the cumulative impact analysis to assure that they are adequate to achieve no net loss of ecological functions. Final jurisdiction maps (digital) will be prepared. Mason County will prepare a complete draft SMP. The complete draft SMP will be presented and public comment taken at public forums (see Section 5.3). Phase IV is anticipated to start by mid-2012. Please, refer to Section 8 for public notices and information.



#### **4.5 Phase V – Local Shoreline Master Program Adoption Process**

The last phase of the SMP update process includes public hearings by the Mason County Planning Commission and Board of County Commissioners that are anticipated to occur in 2013. Final review of the Draft SMP under the State Environmental Policy Act (RCW 43.21C) will also occur at that time. All comments received during the public hearing and public comment period will be compiled. The Board of Mason County Commissioners will adopt an updated SMP through ordinance following a public hearing, consistent with the requirements of WAC 173-26-100. A Notice of Adoption will be published in the local newspaper of record. Mason County will submit the adopted Draft SMP to Ecology for review and approval.

**Table 3. SMP Update Timeline (Tentative)**

(Key Public Input Opportunities in Green. All advisory meetings are opportunities for public input.)

Task Number	Task Description	Deliverable	Meeting Dates	Ecology Grant Deadline
<b>Phase 1: Preliminary Assessment of Shoreline Jurisdiction and Public Participation Plan</b>				
Task 1.1	Identify preliminary shoreline jurisdiction	Preliminary jurisdiction map of Shorelines of the State		November 30, 2010
Task 1.2	Prepare plan for public participation	Public participation plan		December 30, 2010
Task 1.3	Demonstrate how Phase 1 complies with the Guidelines	SMP Submittal Checklist (County deliverable)		
<b>Phase 2: Shoreline Inventory, Analysis, and Characterization</b>				
Task 2.1	Complete shoreline inventory	Draft list of inventory data sources		January 31, 2011
		Digital working maps		
Task 2.3A	JTAC Meeting #1	Introduction to SMP update, review references, gather technical data, review shoreline jurisdiction	February 16, 2011	N/A
Task 2.3A	JTAC Meeting #2	Coastal processes and reach breaks presentation	March 16, 2011	N/A
Task 2.2	Conduct shoreline analysis	Characterize ecosystem-wide processes		March 31, 2011 (draft) June 30, 2011 (final)
		Characterize shoreline functions		
Task 2.3	Prepare shoreline inventory and characterization report	Draft shoreline inventory and characterization report		March 31, 2011 (draft) June 30, 2011 (final)
		Map portfolio		
Task 1.2	Planning Advisory Committee: Public Hearing for Public participation Plan	Public participation plan	April 18, 2011	N/A

Public Participation Strategy – Mason County Shoreline Master Program Update

Task Number	Task Description	Deliverable	Meeting Dates	Ecology Grant Deadline
Task 2.3A	JTAC meeting #3	Draft ICR findings presentation	April 20, 2011	N/A
Task 3.4A	CAC Meeting #1	Introduction to SMP update, shoreline jurisdiction maps	April 27, 2011	N/A
Task 1.2	Board of County Commissioners Meeting	Public Hearing-Public Participation Plan	May 2011	
Task 2.3A/3.4A	JTAC/CAC joint meeting #1	Draft ICR findings presentation	May 18, 2011	N/A
Task 2.4	Demonstrate how Phase 2 complies with the Guidelines	SMP Submittal Checklist		June 30, 2011
<b>Phase 3: Complete Draft SMP and Cumulative Impacts Analysis</b>				
Task 3.4A	CAC Meeting #2	Introduction to Visioning and SMP update	September 2011	N/A
Task 3.1	Regional Public Visioning Open House/Presentation #1 Harmony Hill	Results of inventory, discussion of shoreline vision	July 2011	N/A
Task 3.1	Regional Public Visioning Meetings #2 Shelton Civic Center	Results of inventory, discussion of shoreline vision	October 2011	N/A
Task 3.1	Conduct community visioning process	Shoreline management strategy memo		October 31, 2011
Task 3.4A	JTAC/CAC Joint Meeting #2	Discuss environment designations	October 2011	N/A
Task 3.4A	JTAC/CAC Joint Meeting #3	Discuss environment designations	November 2011	N/A
Task 3.2	Develop general SMP goals, policies and regulations	General goals and policies		December 30, 2011 (Initial draft) April 28, 2012 (Final draft)
Task 3.3	Develop environment designations	Shoreline environment designations		
		Draft environment maps		



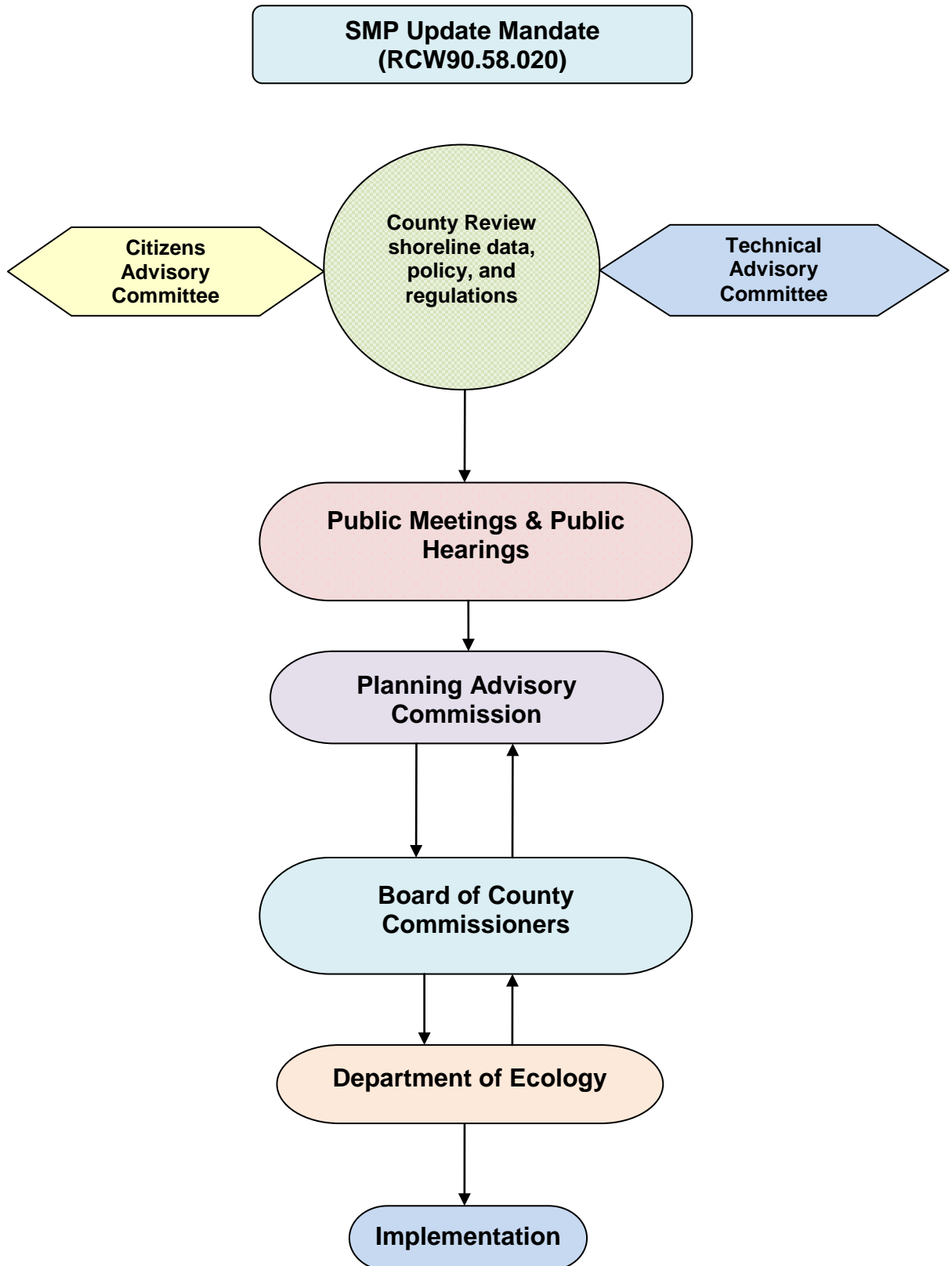
Public Participation Strategy – Mason County Shoreline Master Program Update

Task Number	Task Description	Deliverable	Meeting Dates	Ecology Grant Deadline
Task 3.4	Develop environment-specific shoreline use & modification policies, regulations and standards	Draft environment-specific shoreline use and modification policies, regulations and standards		
Task 3.5	Develop SMP administrative provisions	Draft administrative provisions		
Task 3.4A	JTAC/CAC Joint Meeting #4	Discuss environment designations	February 2012	N/A
Task 3.6	Prepare preliminary cumulative impacts analysis	Cumulative impacts analysis of the SMP demonstrating how no net loss of ecological functions will be achieved over time		April 28, 2012
Task 3.7	Demonstrate how Phase 3 complies with the Guidelines	SMP Submittal Checklist		April 28, 2012
<b>Phase 4: Restoration Planning, Revisiting Phase 3 Products as necessary</b>				
Task 4.1	Prepare restoration plan	Draft restoration plan		July 28, 2012 (draft) October 30, 2012 (final)
Task 4.2	Revisit draft SMP and cumulative impacts analysis; finalize SMP jurisdiction maps	Revised designations, policies, and regulations that address the findings of the cumulative impacts analysis		October 30, 2012
		Revised cumulative impacts analysis		
		Final SMP jurisdiction maps and boundary descriptions		
Task 4.3	Prepare a report that demonstrates how no net loss will be achieved	Report that demonstrates how no net loss will be achieved through SMP implementation		

Public Participation Strategy – Mason County Shoreline Master Program Update

Task Number	Task Description	Deliverable	Meeting Dates	Ecology Grant Deadline
	SMP Public Forums #3 and #4	Review initial draft SMP	Fall 2012	NA
Task 4.4	Demonstrate how Phase 4 complies with the Guidelines	SMP Submittal Checklist		
<b>Phase 5: Local SMP Adoption Process</b>				
Task 5.4	Planning Commission meetings	Draft SMP	November, December 2012 January, February, March, April 2013	N/A
Task 5.4	Hold public hearing	Draft SMP	May 2013	N/A
Task 5.1	Assemble complete draft SMP	Assembled draft SMP		April 27, 2013
Task 5.2	Complete SEPA review and documentation	SEPA Checklist		April 27, 2013
Task 5.3	Provide GMA 60-day notice of intent to adopt	Evidence of compliance with GMA notice requirements		April 27, 2013
Task 5.5	Prepare a responsiveness summary	Response to comments received		June 2013
Task 5.6	Adopt SMP and submit to Ecology	Submit adopted		June 27, 2013
Task 5.7	Demonstrate how Phase 5 complies with the Guidelines	SMP Submittal Checklist		June 27, 2013

Figure 1. SMP Public Participation Flow Chart



## **5.0 MASON COUNTY PUBLIC MEETINGS AND HEARINGS**

The Mason County Department of Community Development, Mason County Planning Advisory Commission, and the Board of County Commissioners are the primary staff, advisory body, and decision-making body, respectively, responsible for the SMP update and implementation of this public participation plan. Public meetings and hearings to be held by the Planning Commission, Board of County Commissioners, and Department of Community Development are described below. Mason County may also hold other public forums, open houses, and meetings as the SMP update process proceeds.

### **5.1 Planning Advisory Commission Public Meetings**

The Planning Advisory Commission will hold public meetings throughout the SMP update process. These public meetings will occur at least quarterly and additional meetings may be scheduled, as needed, to provide SMP update project status reports and to present work products including:

- Shoreline Inventory and Characterization Report
- Preliminary Restoration Planning Report
- Consistency Review Report
- Community Visioning Report
- Preliminary Draft SMP Elements (goals, policies, environmental designations)
- Integration Strategy Report
- Cumulative Impact/No Net Loss Analysis

These meetings will be designed to help the Planning Advisory Commission with the task of developing a draft SMP to ultimately recommend to the Board of County Commissioners. They will also be designed to present information to the public throughout the SMP update process. All meetings are open to the public and a general public comment period will be provided.

The Planning Advisory Commission regular-meetings are normally held on the third Monday of each month beginning at 6:00 p.m. with special meetings scheduled as necessary at the Mason County Courthouse Annex Building 1, 411 N 5<sup>th</sup> St, Shelton WA 98584. Meeting agendas are available by Thursday afternoon (prior to the following week's scheduled meeting) and are posted on the County's web site at: <http://www.co.mason.wa.us> or current meeting information may be obtained during normal business hours at the by calling (360) 427-9670 extension 282.

### **5.2 Mason County Commissioner Public Meetings**

The Board of County Commissioners will hold public meetings throughout the SMP update process. These public meetings will occur at least quarterly and additional meetings may be scheduled, as needed, to provide SMP update project status reports and briefings on completed reports and other tasks.

The Board of County Commissioners meets on the first, second and third Tuesday of each month beginning at 9:00 a.m. and on the fourth Tuesday of each month at 6:00 p.m. at the Mason County

Courthouse Annex, 411 N 5<sup>th</sup> St, Shelton WA 98584. The meetings are open to the public and input is invited during public comment periods. The public is also invited to Board's work sessions, which are regularly held on Mondays starting at 9 a.m. Other work sessions are scheduled throughout the week, as needed. These meetings are designed to prepare the commissioners to make decisions on local issues.

Board work session and regular meeting agendas are generally available each Thursday afternoon prior to the following week's scheduled meetings. They are posted on the County's web site at: <http://www.co.mason.wa.us/commissioners/Commissioners.php/> and clicking on the agenda or can be obtained by from the Commissioners' Office during normal business hours at the Mason County Courthouse or call (360) 427-9670 extension 419.

### **5.3 Forums/Open Houses**

#### **Shoreline Forums:**

Mason County will host shoreline forums at key points in the update process to present information to the public, answer questions, and collect input. The perspectives gathered from such efforts will be documented and included in discussions with advisory groups, the Planning Commission, and Board of County Commissioners.

The County will hold community visioning forums in the summer and fall of 2011 that will invite and encourage citizen participation to help determine goals for future use of the shoreline. This process will be conducted in conjunction with the findings of the shoreline inventory and characterization report. The visioning process will identify shoreline issues and opportunities. It will result in a community visioning report that will contain strategies for shoreline uses, public access, resource protection, and restoration that is consistent with SMA policy and SMP Guidelines objectives.

The County will continuously seek public input on preliminary draft SMP products developed including: presentation of draft goals, policies, designations, regulations, draft restoration plan elements, preliminary cumulative impacts/no net loss analysis, and other recommendations. The primary method will be at CAC and Planning Advisory Committee meetings, but the County will also seek opportunities to reach interest groups as time and resources allow..

The County will hold shoreline forums in the fall of 2012 on a complete draft SMP. These will provide opportunities for public review and comment on the draft SMP prior to formal hearings before the Planning Commission and Board of County Commissioners.

### **5.4 Public Hearings**

Prior to final adoption of the SMP update by the Board of Mason County Commissioners Mason County will hold public hearings. The Planning Commission will also hold at least one public hearing on the draft SMP updates and following the public hearing process and will make its recommendation to the Board of County Commissioners. The Board will consider the Planning Commission recommendation and public comments received. The Board will hold a public hearing prior to local adoption of the draft SMP. The draft SMP will be made available for public review a minimum of 30 days prior to the scheduled hearing. Public hearings are anticipated to be scheduled in winter/spring of 2012.



## 5.5 Record of Meetings

Mason County Planning Commission and Board of Mason County Commissioners public meetings and hearings will be audio recorded and meeting minutes prepared. Mason County Planning Advisory Commission audio recordings may be purchased from the Department of Community Development for \$20.00. Mason County Board of County Commissioner’s audio recordings may be purchased from the Clerk of the Board for \$20.00.

## 6.0 PUBLIC INVOLVEMENT STRATEGIES

In addition to Mason County scheduled public meetings and hearings (see Section 5.0 the following steps will be taken to exchange information and to encourage broad and diverse public involvement throughout the SMP update. All technical and advisory group meetings will be published on Mason County’s SMP update web page. The public is invited to all meetings, and the County will provide opportunity for public comment at each meeting

### 6.1 Technical and Policy Advisory Groups

Mason County will form two advisory committees for technical and citizen-policy input throughout Phases 1-4 in the SMP update process described in Section 4.0.

#### 1. Joint Technical Advisory Committee

Function: The committee will help the County and the City review and evaluate information on streams, lakes, wetlands and marine waters that are regulated under the Shoreline Management Act. Members include representation of local businesses, special interest groups, Tribes, state, and federal agencies.

#### 2. Citizen Advisory Committee

Function: The committee will help the County review the Shoreline Master Program policies regarding streams, lakes, wetlands and marine waters that are regulated under the Shoreline Management Act. These stakeholder groups include representation of local citizens, special interest groups, Tribes, and ~~local, state, and federal agencies~~ local businesses. Notification of SMP related agenda items will be sent to the SMP contact list; media for press release; and listed on the SMP website at:  
[http://www.co.mason.wa.us/community\\_dev/shoreline\\_master\\_program/index.php](http://www.co.mason.wa.us/community_dev/shoreline_master_program/index.php).

### 6.2 Treaty Tribes

While tribal governments often participate in the groups listed in 6.1 above, as separate government entities with treaty rights to the fisheries and with co-manager roles that include fish habitat concerns, the county will consult with the Squaxin Tribal Nation, the Skokomish Tribal Nation and the Confederated Tribe of the Chehalis within Mason County on shoreline management plan language as well as notice them of public forums and meetings regarding the SMP.

It is understood that treaty tribes within Mason County have an interest in shoreline protection in their Usual and Accustomed Fishing Grounds and Areas and are invited to participate in plan update discussions.

### **6.3 Additional Jurisdiction Coordination**

As described in a formal interagency agreement, Mason County will coordinate the SMP update with the city of Shelton to promote consistency between County and City shoreline master programs and to establish urban growth area SMPs that are compatible with countywide shoreline goals and with the goals of the city.

Mason County will also collaborate with agencies adjacent to the County with shoreline jurisdiction including but not limited to: Olympic National Park; Olympic National Forest; WA Department of Natural Resources; WA Department of Fish and Wildlife; WA State Parks; and US Army Corp of Engineers.

### **6.4 Shoreline Property Owners**

Shoreline property owners are important stakeholders in the SMP update. Mason County will develop a mailing list of shoreline property owners based on available tax records and landowner requests. The list will be used by the County to notify shoreline owners by mail early in the process so they can stay informed, be involved, and provide comment throughout the SMP update process.

### **6.5 Additional Outreach Strategies**

The County will also identify other means of public outreach such as information sharing at local community events, dissemination of education materials, questionnaires, and surveys.

The County will notify, encourage participation, and seek input related to SMP update phases from entities known to having an interest in shoreline use including but not limited to: recreation, commercial shellfish operators, environmental, conservation, realtor associations, private property rights groups, builder associations, and civic organizations. Methods of notification and information dissemination are outlined in Section 8.0 below.

Table 4. Examples of Key Parties(not an exclusive list)

<u>Members of the Public</u>	<u>County Officials</u>
<ul style="list-style-type: none"> <li>▪ Residents c-wide</li> <li>▪ Property/business owners</li> <li>▪ Civic organizations (e.g., Rotary)</li> <li>▪ League of Women Voters</li> </ul>	<ul style="list-style-type: none"> <li>▪ Mason County Board of County Commissioners</li> <li>▪ Mason County Planning Advisory Commission</li> </ul>
<u>Business Community</u>	<u>County Departments</u>
<ul style="list-style-type: none"> <li>▪ Shelton – Mason County Chamber of Commerce</li> <li>▪ Economic Development Council of Mason County</li> <li>▪ Commercial shellfish operators</li> <li>▪ Master Builders Association</li> <li>▪ Association of Realtors</li> <li>▪ North Mason Chamber of Commerce</li> </ul>	<ul style="list-style-type: none"> <li>▪ Public Works</li> <li>▪ County Administration</li> <li>▪ Parks and Recreation Division</li> </ul>
<u>Environmental Stakeholders</u>	<u>Other Local Government</u>
<ul style="list-style-type: none"> <li>▪ Audubon Society</li> <li>▪ Trout Unlimited</li> <li>▪ Hood Canal Environmental Council</li> </ul>	<ul style="list-style-type: none"> <li>▪ City of Shelton</li> <li>▪ Ports of Allyn, Hoodspout, Grapeview, Shelton and Dewatto</li> <li>▪ Watershed planning entities</li> <li>▪ Hood Canal Coordinating Council</li> </ul>
<u>Tribes</u>	<u>State Government</u>
<ul style="list-style-type: none"> <li>▪ Skokomish Tribe</li> <li>▪ Squaxin Island Tribe</li> <li>▪ Confederated Tribe of the Chehalis</li> </ul>	<ul style="list-style-type: none"> <li>▪ Dept. of Ecology</li> <li>▪ Dept. of Fish and Wildlife</li> <li>▪ Dept. of Natural Resources</li> <li>▪ Dept. of Commerce</li> <li>▪ Dept. of Archaeology and Historic Preservation</li> <li>▪ Department of Natural Resources</li> <li>▪ Department of Transportation</li> </ul>
<u>Other</u>	<u>Federal Government</u>
<ul style="list-style-type: none"> <li>▪ Mason County Public Utility District 1</li> <li>▪ Mason County Public Utility District 3</li> <li>▪ Historical Preservation Commission</li> <li>▪ Washington State University Extension</li> <li>▪ Olympic College</li> </ul>	<ul style="list-style-type: none"> <li>▪ U.S. Army Corps of Engineers</li> <li>▪ U.S. Fish and Wildlife Service</li> <li>▪ U.S. NOAA National Marine Fisheries Service</li> <li>▪ US Forest Service</li> </ul>

## 7.0 WRITTEN COMMENTS

Written comments are welcome throughout the SMP update process. Send comments to:

**Mailing Address:**

Mason County Department of Community Development

RE: SMP Update, 411 N. 5<sup>th</sup>

P.O. Box 279

Shelton, WA 98584

**Fax:** (360) 427-8425

**Website:** [http://www.co.mason.wa.us/community\\_dev/shoreline\\_master\\_program/index.php](http://www.co.mason.wa.us/community_dev/shoreline_master_program/index.php).

## 8.0 PUBLIC NOTICES AND INFORMATION DISSEMINATION

Mason County will use a variety of methods to inform the public about upcoming public meetings, availability of maps, relevant planning documents and reports, and important milestones related to the SMP update including, but not limited to:

**1. Internet:** Mason County will establish and maintain a web site for the project to provide a public forum for status updates, reports, public meeting notices and agendas, and other project information. The website will be updated with project details, including a calendar of events. Follow the SMP update link on the County homepage at: [www.co.Mason.wa.us](http://www.co.Mason.wa.us) or go directly to the SMP webpage:

[http://www.co.mason.wa.us/community\\_dev/shoreline\\_master\\_program/index.php](http://www.co.mason.wa.us/community_dev/shoreline_master_program/index.php)

**2. Email List:** Mason County will maintain an email distribution list that will include identified representatives from known agencies, tribes, neighboring jurisdictions, and other organizations that have interests or responsibilities relating to shorelines and any other individual or group that requests to be placed on the email distribution list. Periodic project announcements and public notices of upcoming public meetings will be sent to the email distribution list. Individuals and organizations interested in being on the email distribution list should direct their request to the comment section of our SMP webpage listed above.

**3. News Releases:** Mason County will issue news releases announcing public meetings, hearings, and comment periods to local media including, but not limited to: KMAS, KRXY, SHELTON-MASON COUNTY JOURNAL, THE OLYMPIAN, SHELTON CHAMBER OF COMMERCE, NORTH MASON CHAMBER OF COMMERCE, CITY OF SHELTON, ECONOMIC DEVELOPMENT COUNCIL, THE SUN. Mason County will strive to work with local news media to disseminate information related to the SMP update process such as: focus articles, interviews of key project staff and elected officials.

**4. Legal Notices:** Legal public notice of all public hearings will be published under “Legals” in the Journal classified section.

**5. Local Information Repositories:** SMP related planning reports and other documents will be made available locally for public review at the Timberland Library System Branches in Mason County including: copies of the County SMP update grant contract/scope of

work, this public participation strategy; current shoreline master program policies and regulations; and draft SMP updates.

## 9.0 CONTACTS

Mason County Department of Community Development

ATTN: LaJane Schopfer

Courthouse Building 1

411 N. 5<sup>th</sup>

P.O. Box 279

Shelton, WA 98584

(360) 427-9670 Ext. 408 Fax: (360) 427-8425 Email: See the “Comment” on the Shoreline Master Program Web Page

Tim Gates, WA Department of Ecology Southwest Regional Office,

P.O. Box 47775, Olympia, WA 98504-7775

(360) 407-6349 Fax: (360) 407-6305 Email: [tgat461@ecy.wa.gov](mailto:tgat461@ecy.wa.gov)

**SMP Update Project File:** An official project file will be available for public inspection during regular business hours (Monday thru Friday 8:30 to 4:30 p.m., except holidays) at the Mason County Department of Community Development, 411 N. 5<sup>th</sup> Shelton, WA 98584.